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City and County of San Francisco

Art Commission



SF
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10/16/82

Dianne Feinstein
MAYOR

Joan Ellison
DIRECTOR

Commissioners

September 21, 1982

DOCUMENTS DEPT.

Roselyne C. Swig
President

Dmitri Vedensky, Jr.
Vice President

Vernon Alley
Timothy Duncan
Fredrick Goerner
Robert LaRocca
Richard Mayer
Jacqueline Nemerovski
William Paterson
Piero Patri
Peter Rodriguez
Ray Taliaferro

Ex Officio Members:

Presidents of the
Fine Arts Museums
Library Commission
Planning Commission
Recreation and Park
Commission

MEMORANDUM

TO: Finance Committee

FROM: Commissioner Nemerovski, Chair

A meeting of the Finance Committee has been scheduled for
Friday, October 16 at 9:00 a.m. at the Museum of Modern Art.

Please confirm your attendance to Joan Ellison.

Thank you.

SEP 28 1982

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Memorandum

9 November 1982

TO: The Honorable Art Commissioners/FINANCE COMMITTEE
FROM: Peter Fries, Secretary to the Director
SUBJ: C H A N G E of Finance Committee Meeting Date

[Agenda]

The Finance Committee meeting scheduled for 17 November 1982 has been changed to:

FINANCE COMMITTEE MEETING
24 November 1982 (Wednesday)
at 9:00 a.m. in the Board Room
of the Museum of Modern Art,
401 Van Ness Avenue.

PF:o

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11/24/82

FINANCE COMMITTEE
M I N U T E S
24 November 1982

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DEC 6 1982

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The regular monthly meeting of the San Francisco Art Commission's Finance Committee was held on Wednesday, 24 November 1982, in the Board Room of the San Francisco Museum of Modern Art. Chairman Nemerovski called the meeting to order at 9:15 a.m.

ROLL CALLCommissioners PresentCommissioners Absent

Roselyne C. Swig, President
Jacqueline Nemerovski, Chair
Richard Mayer
William Paterson
Timothy Duncan

Piero Patri
Ray Taliaferro

Others Present

Alfonso Maciel, Acting Director
Mary Fitzpatrick, Accountant
Lyn Freeman, Visual Arts Coordinator
Peter Fries, Recording Secretary

There being a quorum, the Committee proceeded to its formal business:

DISCUSSION

The following subjects were discussed and administrative actions suggested (where appropriate):

Subjects:Administrative Directives:

1. Development of an integrated budget for all Commission programs

2. Explanation of purchasing process thru the City & County

3. Guidelines for expenditures from the Performing Arts Fund

4. Possible allocation of remaining monies in the Performing Arts Fund for development/public relations staff

5. Development of a priority list for expenditures from the Performing Arts Fund

Development of a one-page overview of the City's purchasing process for the instruction of Commissioners & staff by 6 December 1982 (ref: Mayer)

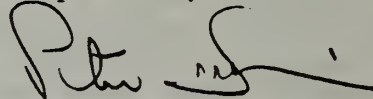
Provide accurate list of expenditures/committed monies to date from the Performing Arts Fund by 6 December 1982 (ref: Nemerovski)

DISCUSSION: (continued)Subjects:Administrative Directives:

6. Development of a permanent civil service position for Commission receptionist
7. Work toward informational meetings on the Commission's purposes and activities with each individual Supervisor
8. Securing confirmation from the Director of Properties that the Municipal Art Gallery has a five-year grace period.

ADJOURNMENT There being no further business, Chairperson Nemerovski adjourned the meeting at 10:30 p.m.

Respectrully submitted,



Peter Fries
Secretary to the Director

PF:o



SF
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#2
1/4/83

FINANCE COMMITTEE

Minutes

4 January 1983

DOCUMENTS DEPT.

JAN 18 1983

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The regular monthly meeting of the Finance Committee was held on Tuesday, 4 January 1983, in the Board Room of the San Francisco Museum of Modern Art, 401 Van Ness Avenue. Chairperson Nemerovski called the meeting to order at 9:15 a.m.

ROLL CALLCommissioners Present

Jacqueline Nemerovski
Timothy Duncan
Robert La Rocca

Commissioners Absent

William Paterson
Piero Patri
Ray Taliaferro

Ex Officio

Roselyne C. Swig

There being no quorum, no formal motions were made by the Committee at this meeting.

DISCUSSION

The following subjects were discussed and administrative actions suggested (where appropriate):

Subjects:

1. Official dates calendared for upcoming Budget Review process
2. Explanation of Budget Review Process
3. Status of request for one program and one clerical position for FY 83-84
4. The impossibility of fulfilling the Commission's charter-mandated obligations with "lower budget figure"
5. Neighborhood Arts Program/Consortium budget summaries & projections and I.R.S. 3-year projection
6. Consortium desire to leave staff of Support Services for the Arts under the aegis of the Neighborhood Arts Program for the time being

Administrative Directives:

- By 1-10-83 Art Commission meeting—and timely for 1-17-83 Increment Review—chart what can and can not be carried out by the Commission vis a vis charter-mandated obligations with "higher budget figure" (ref: Nemerovski)
- Consult Director Ellison on status of possible request for one program and two clerical positions for FY 83-84 (ref: Duncan)
- Research possible Code restrictions in charging administrative overhead for staff time spent on funded programs (i.e., Pops, Street Artists, etc.)
- Insure that appropriate grant proposals are written and submitted timely (ref: Nemerovski)
- Assemble complete figures on operation of Support Services for the Arts and consult with Director Ellison (ref: Nemerovski)

DISCUSSION (continued)

Subjects:

7. Status of the Mural Resources Center in the NAP/NAC scheme
8. Status of former Deputy Mayor Nothenberg's recommendation that excess City monies be allocated to complete basic Code work at the Mission Cultural Center
9. Request that Rosekrans & Broder be instructed to complete the Master Plan for the South of Market Cultural Center

Administrative Directives:

- Provide as soon as possible written statements from all groups involved in the Neighborhood Arts Consortium outlining their intentions and what is being done to effect them (ref: Nemerovski)
- Refer to Director Ellison for action (ref: Nemerovski)
- Provide an accounting (by year & amount) of what has been spent by the architects on the Master Plan for the Community Cultural Centers and delineate what monies remain to be spent on completion of the Plan for SOMAR

REPORTS

The following reports were made by Chairperson Nemerovski and discussed, and were put over for thorough discussion and adoption by the Art Commission at its next regular meeting:

1. Approval/NAP "Optimal Budget" (as presented earlier in these proceedings);
2. Approval/\$712,000.00 Supplemental/Renovation of Community Cultural Facilities;
3. Approval/\$4,000.00 Gift/Hallett Family/for 37th Annual Arts Festival staff.

ADJOURNMENT

There being no further business, Chairperson Nemerovski adjourned the meeting at 10:30 a.m.

Respectfully submitted,



Peter Fries
Secretary to the Director



DOCUMENTS DEPT.

FEB 7 1983

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FINANCE COMMITTEE MEETING ... Friday, January 28, 1983 -- 11:00am

The meeting took place in the Library at the San Francisco Museum of Modern Art. Chairman Nemerovsky called the meeting to order at 11:15am.

Present: Chairman Nemerovsky
Commissioners Duncan and Paterson

Staff: Alfonso Maciel, Mary Fitzpatrick and Joan Ellison-Wong

HOTEL TAX FUND REQUESTS

- 1) The Committee discussed various applications to the Hotel Tax Fund and determined the following requests would be submitted:

1)	Neighborhood Arts Program	\$250,000
2)	Annual Arts Festival	\$ 25,000
3)	Municipal Arts Gallery	\$ 15,000

Commissioner Duncan moved the above, seconded by Commissioner Paterson, unanimously approved.

- 2) It was noted that the Commission had passed a resolution authorizing the submittal of a request to the Hotel Tax Fund by Neighborhood Arts, in the amount of \$300,000; this resolution is hereby rescinded and replaced by the above:

Commissioner Duncan moved the above, seconded by Commissioner Paterson, unanimously approved.

POPS CONCERTS

Discussion ensued on establishment of policy for expenditures of the revenue from the Pops concerts. Various ideas were explored ; the following proposal to be presented to the Commission at the next meeting:

Policy for utilization of Pops revenue:

- 1) 1982-83 Balance remaining at this date is to be held in reserve.
- 2) 1983-84 50% of the Pops revenue to be held until determination is made on the status of N.A.P. grant requests (particularly government agencies National Endowment, California Arts Council).
If there is no direct requirement to fill emergency needs, this 50% of the revenue will be held in reserve until 1984-85.
- Remaining 50% to be utilized against recommendations from the Director with regard to staff support and funding required for Commission programs.

Committee are interested in the possibility of funding groups with small amounts of money however, realize clearly that it is essential that "in house" problems be addressed first.

Finance Committee mtg.
1/28/83

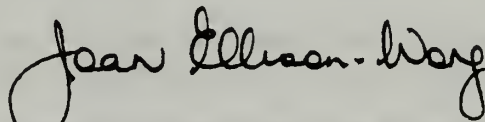
PUBLIC RELATIONS PROGRAM

Discussion on the above; Commissioner Duncan offered to set up a committee to establish the Commission's P.R. needs - on a long term basis - and to look to establishing a job description for this position.

Plan presented via Helene Fortgang for the Public Relations plan for the 1983 Arts Festival at a cost of \$3,000; it was decided to proceed with this proposal with funds from the Festival; the results will be reviewed by the above mentioned committee as well as the Commission in looking towards establishing a complete public relations plan.

Proposal from Suzy West to set up a public relations program for the Art Commission was placed in abeyance at this time pending the above committee work.

Respectfully submitted

A handwritten signature in black ink, reading "Joan Ellison-Wong". The signature is written in a cursive, flowing style with a large initial "J".

Joan Ellison-Wong, Director

MAY 4 1983

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MUSIC & FINANCE COMMITTEE -- Joint Committee Meeting --- April 22, 1983

Present: Chairman Vernon Alley, Music Committee
Commissioners LaRocca and Goerner - Music Committee
Commissioner Paterson - Finance Committee
President Roselyne Swig
Joan Ellison-Wong, Director

Chairman Alley called the meeting to order at 9:40am in the Conference Room at 45 Hyde Street.

President Swig reported on a proposal which had been presented to her by Peter Pastreich, Executive Director of the San Francisco Symphony relative to the possibility of encouraging or seeking sponsorship for the Pops programs; a suggested split of this kind of revenue was 80% - 20% (Symphony-Art Commission). President Swig had responded that she would present the proposal to the Commission, however, a split such as proposed was not acceptable.

President Swig requested discussion on this proposal.

After a lengthy discussion, it was decided that President Swig would discuss the matter further with Mr. Pastreich and convey some of the thoughts discussed today; i.e.

- 1) This would be something that the Art Commission would be willing to consider;
- 2) Question as to whether this can be done this year;
- 3) Selection of a patron - discrimination would have to be exercised because of our other fund raising efforts;
- 4) Split of funds -- we would recommend 60-40% - this would not change or disturb the original split of revenue agreed upon - also this would have to be monies over and above the revenue anticipated;
- 5) Is the under-writing of a special evening considered as a special fund raiser with blocks of tickets at escalated prices -- this would have an impact on the revenues possible.
- 6) Image of the Pops must be retained as a community project with popular prices.

President Swig will report back to the Committee.

Brief discussion took place on the possible involvement in the 1984 Pops of the Democratic Convention.

Hospitality for the artists in the 1983 series is to be established soon.

There being no further business the meeting adjourned at 10:45am.

Respectfully submitted

Joan Ellison-Wong
Joan Ellison-Wong, Director





Dianne Feinstein
MAYOR

DOCUMENTS DEPT.

Claire N. Isaacs
DIRECTOR

FEB. 1 1984

SF-ARTS COMMISSION - FINANCE COMMITTEE MEETING
Minutes from January 23, 1984 12:00 PM

SAN FRANCISCO
PUBLIC LIBRARY

Commissioners

Roselyne C. Swig
President

Dmitri Vedensky, Jr.
Vice President

Vernon Alley
Timothy Duncan
Fredrick Goerner
Jo Hanson
Robert LaRocca
Jacqueline Nemerovski
William Paterson
Piero Patri
Peter Rodriguez
Ray Taliaferro

Members present: William Paterson, Jackie Nemerovski, Ray Taliaferro,
Tim Duncan

Staff present: Claire N. Isaacs, Michael S. Bell, Kathryn Reasoner,
John McCarron, Nancy London

Guest present: Meg Madden

Agenda: Amendment to SFAC Resolution 1983-769 re: Loan to Friends of
the Arts

- : San Francisco Arts Festival/Assessment of Finances
- : State/Local Partnership Review
- : SF Arts Commission Gallery
- : Hotel Tax Fund
- : Authorization for Director to expend money on Festival
Director's contract
- : Old Business
- : New Business

1. AMENDMENT TO SFAC RESOLUTION #1983-769

Ex Officio Members:

It was moved by Mr. Taliaferro and seconded by Mr. Paterson that
this resolution be amended as follows:

Presidents of the

Fine Arts Museums
Library Commission
Planning Commission
Recreation and Park
Commission

From: "Resolved, that this Commission does hereby approve an immediate
loan from the Public Arts Fund in the amount of \$7500.00 to
be recouped from future administrative costs."

To: "Resolved, that this Commission does hereby authorize its Director
to expend \$7500.00 from the Public Arts Fund to the Friends of
the Arts for support services to visual and performing artists
of San Francisco, as a means of stimulating and encouraging
the advancement and artistic growth of San Francisco's artists."

Discussion: It was recognized that this change in wording would
facilitate the required expenditure of funds.

2. SAN FRANCISCO ARTS FESTIVAL/ASSESSMENT OF FINANCES

A four column page showing four separate estimates of Festival
costs was circulated for review as a basis for discussion. Since
the Festival last year did not have sufficient financial tracking
or reportage, coming to a reasonable budget for this year has been
almost impossible. However, the exact nature and location of the
1984 Festival is not as yet decided. Mrs. Nemerovski stated that
in almost no case should the Commission become involved in programs
with budgets over \$100k until fund raising is in a stronger position.
The various possible Festival concepts were outlined for future
discussion, and the point was made that a Festival is very expensive
especially when start-up funding is needed and the full Commission
program is in serious need of financial stability. At the next
Finance Committee meeting, the staff will share an even more clearly
defined budget.

3. STATE/LOCAL PARTNERSHIP REVIEW

Kathryn Reasoner and Meg Madden presented a complete budget for the S/L Planning Program. Discussion focused on the uses to which a \$5000 line item for "Consulting Fees" would be put which was reported as applying to R & D in connection with Facilities Reports and related aspects of this final stage of the Planning Phase. S/L is in the process of issuing for various approvals a Cultural Plan for San Francisco which will be submitted to the Commission on February 6th or sooner, as requested by Mr. Duncan. Mr. Taliaferro expressed pleasure that with this final phase of S/L planning would come a document as a product, and that this then would lead to implementation in the next phase.

It was moved by Mr. Taliaferro and seconded by Mr. Duncan that the Finance Committee accept the S/L budget as proposed.

4. SF ARTS COMMISSION GALLERY

It was moved by Mr. Taliaferro and seconded by Mr. Paterson that the Finance Committee accept the budget as presented for the summer exhibition which will document photographically the people who work in the Civic Center. It was also mentioned that this concept appeared to have great potential as a book, or as some other form of published document for the benefit of the City. It was suggested by Mrs. Nemerovski that the Gallery seek to include the profit-making firms in the Civic Center along with the non-profits as a strategy for raising both funds and consciousness as to the people who work in this district.

Mr. McCarron reported that a Finance and Development Committee has been established for the Gallery now, and that it is beginning to meet with a goal of raising \$20k annually in support of their program.

A projected exhibition schedule for 1984 through December was presented as a point of information it having been passed for approval by the Visual Arts Committee last week. Mrs. Nemerovski observed that in the future we should strive to produce our scheduling documents on the basis of the City's fiscal year rather than a calendar year.

Ms. Isaacs reported that the Hotel Tax Fund might well be favorably disposed to support the Gallery more in future years since it is regarded as being part of the neighborhoods programming. The gallery will have to be open successfully for at least 2 years to qualify for consideration.

The Controversial Public Art exhibition has raised \$5k already toward expenses and more funds are coming in regularly. Fuller Goldeen Gallery has committed the opening of its new space at 228 Grant during a sculpture show reception on FEBRUARY 15th to the SF Arts Commission Gallery.

5. HOTEL TAX FUND

Ms. Isaacs reported that the Hotel Tax Fund is not likely to give any more support to the Festival since that event is regarded as having been less than successful last year and in the past years. It is up to all of us to change that perception. However, it was reiterated that the NAP and Gallery programs are much more in keeping with the aims of HTF guidelines and are likely to find support.

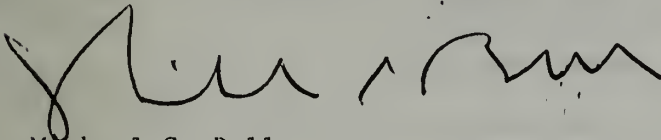
6. AUTHORIZATION FOR DIRECTOR TO EXPEND MONEY ON FESTIVAL DIRECTOR'S CONTRACT

January 23, 1984

It was moved by Mr. Taliaferro and seconded by Mr. Duncan that the Arts Commission Director be authorized to expend up to \$4000 as the initial payment on the Festival Director's contract.

There was no further business, new or old, and the meeting adjourned at 1:15 PM

Respectfully submitted,



Michael S. Bell
Assistant Director of Cultural Affairs

January 24, 1984

City and County of San Francisco

Arts Commission



SF
A70.33
#2
9/19/84

Dianne Feinstein
MAYOR

Claire N. Isaacs
DIRECTOR

SF ARTS COMMISSION - FINANCE COMMITTEE MEETING
Minutes from September 19, 1984, 12 noon
45 Hyde, Third Floor Conference Room
San Francisco, CA 94102

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OCT 1 1984

SAN FRANCISCO
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Commissioners

Roselyne C. Swig
President

Dmitri Vedensky, Jr.
Vice President

Vernon Alley
Timothy Duncan
William Gaylord
Jo Hanson
Robert LaRocca
Jacqueline Nemerovski
William Paterson
Piero Patri
Peter Rodriguez
Ray Taliaferro

Ex Officio Members:

Presidents of the
Fine Arts Museums
Library Commission
Planning Commission
Recreation and Park
Commission

Present: Commissioner Jackie Nemerovski, Chair
Commissioner William Paterson
Commissioner Ray Taliaferro
Claire Isaacs, Director of Cultural Affairs (Ex Officio)

Visitors: Michael Bell, Assistant Director, Arts Commission
Anne-Marie Theilen, Director, Neighborhood Arts Program
Mary Killion, Director, Friends of the Arts

1. Refunds to Arts Festival Craftspersons:

The Director, Claire Isaacs, explained that a number of the craftspeople exhibiting at the S.F. Arts Festival in August had requested a refund for exhibition booth fees. They argued that they had not made sufficient expenses and income return for the fee charged (\$250). They believed that the amount of Festival publicity had been misrepresented and that with more, they would have done better financially. The Director suggested that a policy be set regarding refunds. No refunds have been given in past years. Commissioner Taliaferro mentioned that this was a first occurrence in that there had been fewer people than in past years in Civic Center, but that the crowds were much greater than in Fort Mason in 1983, and that it should be expected that in 1985 as people know about the return to Civic Center, the crowds should increase. Commissioner Nemerovski noted that the materials she had seen indicated that sufficient publicity had been sent out, on which Asst. Director Michael Bell concurred.

It was decided that it was inappropriate to vote on a policy; however, the Committee advised that no refunds should be considered. A letter should be sent to the craftspeople indicating that their suggestion would be taken into consideration in future. A clear and specific contract should be developed between the Commission and the artists in future which delineates the responsibilities of each party.

2. Arts Festival Finances:

Michael Bell reported that about \$3,500 in deficits had occurred, if no further bills come in, that the total budget was under \$100,000, and funds exist to pay the deficit this fall. Co-Director for Finance of the Festival, Hael Kobayashi, will return from vacation soon and will be able to help reconcile some differences in the reporting format of income and expenses.

3. Arts Festival Director, 1985:

Director Isaacs stated that it is important to start early for the 1985 Festival. She requested authorization for contracting for the 1985 Director be contained in a resolution with the name of the Director to be submitted to the full Commission at its next meeting. It was urged that if city regulations require competition that these be followed.

4. Business Committee for the Art Luncheon:

Commissioners were reminded of the luncheon scheduled for Tuesday, September 25 at the offices of the American Institute of Architects to present funding, in-kind and other support being requested for 1984/85. Members of the Finance Committee are invited. Commissioner Nemerovski noted that it is essential for the message to come across that the Arts Commission programs do something for business, whether it is giving visibility and credit for support, or enhancing the overall quality of life in the City.

5. Allocations Committee Procedures:

Claire Isaacs referred to the July 30 Allocations Committee Meeting which all participating felt did not work effectively. Mary Killion stated that the Friends of the Arts have voted that it is not appropriate for them to participate in the allocations process. It was suggested that the Chair of the Finance Committee, the Director of the Arts Commission (representing the Commission program requests), a representative of the Consortium of the Neighborhood Cultural Centers, and the Director of the Friends of the Arts (non-voting, to delineate available funds) constitute the Committee. Michael Bell stressed that written requests should be submitted in advance for the committee to study. Jackie Nemerovski stated that each request should have a program description and priorities. Packages of requests should indicate whether they are to make up deficits or for specific new programs. The matter is to be discussed further at the next Finance Committee meeting.

6. POPS Program Staffing:

Claire Isaacs stated this this year it is essential to have a staff person to handle details of the POPS programming. The Music Committee has endorsed the concept and will submit a resolution to authorize the Director to explore hiring of a half-time staff person with the appropriate background in music management.

7. Museum Conservation Grants:

- a. Michael Bell explained that he is writing a grant to the National Endowment for the Arts for a Conservation grant of \$10,000 for a conservator to make condition reports on the 63 outdoor sculptures and monuments in the City, which are in various states of decay. This is the work a specialist and the new registrar would not be expected to prepare these specialized reports.

Museum Conservation Grants (continued)

The Committee proposed the following resolution:

"RESOLVED, that this Commission does hereby authorize the Director of the Arts Commission to submit a grant for \$10,000 to the National Endowment for the Arts Museum Conservation Program for the purpose of making specialized condition reports on the state of the outdoor sculptures and monuments in the care of the Commission of the City and County of San Francisco."

Resolution moved by Ray Taliaferro and Seconded by William Paterson, passing unanimously.

- b. Claire Isaacs explained that in her visit to Washington, D.C. in June, not only the NEA, but also the National Endowment for the Humanities appeared to have possibilities as a grant source for conservation. In their case, the grant must be to bring collections into an exhibition state either by exhibiting them or, in the case of outdoor sculpture, making them more accessible through tours, publications, and the like. Because the Recreation & Parks Department did not seem ready to consider a joint application for the sculptures in Golden Gate Park in time for the October 30 deadline (another deadline occurs in April 1985), she wished to consider applying for another project which might also interest the Humanities Endowment, where historical or humanistic considerations are more important than aesthetic. Michael Bell proposed a project \$10,000 to \$15,000 for the renovation and conservation of the James Lick Monument at Hyde and Grove Streets. The central location and major historical interest, plus its particularly poor condition highlighted in the August Examiner article, would make it a good candidate for a first project. The Committee discussed the various ways to match and whether matching funds should be found, and it was agreed to explore this further and report to the next meeting on the exact amount required.

City and County of San Francisco

Arts Commission



SF
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#2
5/1/85

Dianne Feinstein
MAYOR

Claire N. Isaacs
DIRECTOR

FINANCE COMMITTEE MEETING MINUTES

Commissioners

Wednesday, May 1, 1985

Roselyne C. Swig
President

Dmitri Vedensky, Jr.
Vice President

Vernon Alley
Timothy Duncan
William Gaylord
Jo Hanson
Robert LaRocca
Jacqueline Nemerovski
William Paterson
Piero Patri
Peter Rodriguez
Ray Taliaferro

Ex Officio Members:

Presidents of the
Fine Arts Museums
Library Commission
Planning Commission
Recreation and Park
Commission

ROLL CALL

Commissioners Present:

Jackie Nemerovski, Chair
William Paterson

Committee Members Absent:

Piero Patri
Ray Taliaferro
Tim Duncan

Others Present: (Staff)

Claire Isaacs, Director
Anne Mrie Theilen
John McCarron
Frank Pietronigro
Larry Giddings
Leah Forbes
Mary Killian, Friends of the Arts

The Meeting commenced at 4:10 p.m.. There being no quorum, those present discussed Item IV on the agenda, Budget Format, which required no vote.

DISCUSSION

Budget Format: Claire Isaacs presented the format developed by Mary Killian the Friends of the Arts, for indicating income and expenses in all categories, as a model for each of the Commission programs to use as adapted for Commission use. A Standard budget form is needed for all ARTS Commission programs in order to be consistent in preparing requests for the 1985-86 fundraising effort.

A sheet for spreading all figures throughout Commission programs and a detailed planning sheet, prepared by Michael Bell, were also studied, as was last year's Western Addition Cultural Center budget. The latter contained account numbers for each separate line account, in 100-numbered series (see attached). After discussion it was recommended that:

- A) the FOA model be adapted for use by each Arts Commission Program
- B) the detailed breakdown planning sheet not required, as needing too much administrative time;
- C) the spread sheet format for the Commission be adapted and utilized;
- D) the possibility of developing a uniform accounting numbering system, e.g. 100's/salaries, 200's/fringe benefits, etc.
- E) a glossary of terms be developed to define such items as: earned income, donation, capital expenditure, etc., to standardize as much as possible, the various programs' usage of categories.
- F) considerable space be allowed for individual and unique categories of each program
- G) these matters be further developed at the Tuesday, May 7 Staff Meeting.

Although there was no quorum, it was decided to discuss for recommendation at the May 6 Full Commission Meeting, the following items:

Procedure for Grant Application - Neighborhood Arts Consortium

Anne Marie Theilen explained that, in general, the Consortium is very confused about their relationship to the Arts Commission relative to what the Consortium may expect so far as support. Claire Isaacs explained that the Commission programs are now required to apply first to her, then through the Finance Committee and finally to the Commission for permission to apply for designated grants for their programs. A resolution is then adopted, authorizing the Consortium to apply to a foundation, corporation or government agency for funds. However, the Consortium and the Boards and Directors of the Cultural Centers have no such obligation, to go to the Director, and it is inappropriate to require this. However, how is the Consortium to be part of the application process?

Considerable discussion ensued during which it was concluded, that based on discussion at the April 19th Finance Committee meeting, the Consortium does wish to have the Commission work with them to obtain funds.

It was therefore recommended that the Consortium first determine its priorities and then its President, like the Director of the Arts Commission, come directly to the Finance Committee for discussion, advice and support, and finally to the Commission for adoption of a resolution of support for its fundraising activities. This review process will clarify the relationship between the Commission and the Consortium on fundraising. It will enable the Consortium to use the services of the Friends, as needed, by obtaining Commission support first, as the Friends of the Arts is the Commission's support group. The Committee recommended the Director confer with the Neighborhood Arts Program Director and the Consortium on this suggested procedure.

CIVIC CHORALE

Director Claire Isaacs informed the Committee that the Hotel Tax has granted the Chorale \$4,500, placed in the Arts Commission funds. In order to expend the funds, either a resolution is required towards future performances, or an invoice on past ones. The Director placed a resolution before the Committee for possible passage at the 6 May 1985 Arts Commission meeting, if the alternative method of expenditure cannot be used.

PACIFIC GAS AND ELECTRIC COMPANY GRANT

It was recommended that the \$1,500 donated to the Friends for the Neighborhood Arts Program be allocated to the Consortium, and a resolution be written for adoption at the 6 May Regular Monthly Commission Meeting.

ART GALLERY - PERMISSION TO APPLY FOR GRANTS

Gallery Director, John McCarron, presented requests to apply for grants as follows:

- | | | |
|----|--|---|
| A) | Walker Foundation \$5,000
Hale Foundation 5,000 | -To match a \$10,000 grant requested from the California Arts Council for an Organizational Grant for needed parttime personnel |
| B) | Calisan Foundation 10,000 | -To match an Art in Public Places NEA Grant in order to present three site-specific installations in the outdoor annex. |
| C) | William G. Irwin 10,000
Foundation | -To match Phyllis Wattis \$5,000 donation already received and to purchase equipment and complete renovation of Gallery, including weather stripping, air vents, drywall, smoke detectors, conduit, trac lighting, typewriters and slide projector. |

ART GALLERY(continued)

The sense of the meeting was that these requests were clearly presented, represented needs based on reasonable budgets, and should be applied for, to match funds already applied for the CAC and NEA, as well as the existing Wattis Grant.

The Gallery's

John McCarron also asked for clarification on/relationship to the Friends of the Arts : should the fiscal fee be considered an expense item and how is income from the non-designated, consolidated fund to be projected in the next year's budget?

It was recommended that he identify the fee as another cost, perhaps estimating the amount of fee to be charged based on successful grant applications of three-quarters of those applied for. The budget could later be adjusted to the actual fee expended. The income should be placed under Miscellaneous Income, and should be a minimal figure, as there is no projection for FOA Unallocated Income now.

Commissioner Nemerovski asked about the effect on the Consortium of the Gallery's applications, and suggested the need to look at the whole picture of applications. Anne Theilen noted that there exists a need to clarify what the NAC truly needs, and that the \$100,000 for each Cultural Center, large buildings as large as four stories, was far too little. She believes this will result in an eventual problem for the Arts Commission. She reported on the kinds of expenses the Consortium has, and stated their budget was just cut from \$20,000 to \$10,000.

STATE/LOCAL PARTNERSHIP PROGRAM - PERMISSION TO APPLY FOR GRANTS

Leah Forbes, State/Local Program Coordinator, requested permission to apply for \$15,000 to the San Francisco Foundation to be spread over a two-year period; \$5,000 this year and \$10,000 next year to match the CAC \$30,000 grant application for economic impact and program facilities studies. She noted that the Hotel Tax will be approached for as much as \$35,000. It was agreed that the Commission should adopt a resolution in favor of the San Francisco Foundation application and that further information is needed on the Hotel Tax application.

ARTS FESTIVAL BUDGET - PERMISSION TO INCREASE

Arts Festival Director, Frank Pietronigro presented a budget to be increased from \$74,851 to \$85,971. A savings of \$11,902 is to be deducted from added expenses of \$23,022 for a total net increase of \$11,120. In addition to some added anticipated earned income, the Festival is placing major emphasis on a major fundraising banquet at the Fairmont Hotel in honor of the Awards of Honor recipients. Larry Giddings reported on this development and its full support by the Commission President, Mrs. Swig, the assistance of Claus Kelterborn, the Fairmont Chef, and the support of the President of Chevron in signing the letter to potential donors. At \$100 per seat, ten to a table, and a minimum of fifty tables, with \$40 profit, free and clear to the Festival, the dinner could net \$20,000 and only \$15,000 is projected in the revised budget. Actually the staff plans to sell as many as 100 tables. After thorough discussion of details and concepts, the Committee recommended a resolution be put forth to grant permission to increase this budget.

This would be reflected in another resolution amending the contracts of the Festival Director and staff which presently requires they remain under \$75,000.

Commissioner Nemerovski recommended that the Director request Zellerbach Foundation give \$3,000 to pay for performing artists honorarium, as there are no fees for performers budgeted.

ALLOCATION PROCEDURES FOR THE ARTS COMMISSION - FRIENDS OF THE ARTS

It was agreed that a resolution be framed for adoption at the May 6th Meeting, formalizing the agreed upon procedures for allocation of undesignated funds, that is, with recommendations from the Finance Committee and approval by the Commission.

FRIENDS OF THE ARTS- FISCAL FEE

Mary Killian reported on the fee and the consideration now being given by the Friends to alter or reduce it. Commissioner Nemerovski recommended that a sliding scale be developed, one which might consider the amount of actual work involved, such as simple passing through of funds, in a lump sum, versus reporting out on expenditures, versus actual day-to-day administration of funds. Mary Killian requested that a letter from the Arts Commission Director be sent requesting consideration and suggesting the above. It was also suggested that the FOA Committee might consider investing funds which are to be kept for a long while - on advice of the Arts Commission that such funds will not be needed right away - at interest, and such interest could be used for the fiscal fee. This could be profitable to investigate.

TURK/FILLMORE FACILITY

Anne Marie Theilen and Claire Isaacs reviewed briefly the background of this facility's coming under the Arts Commission. In view of the requests by groups to use it, it was suggested that the Commission take a definite policy stand, e.g. any group using it would sign a lease from the City and the Commission without cost to the City or Commission for renovation, maintenance, programming or other costs. The Commission already has a major burden with the Cultural Centers and should not spread this further. It is felt that the most interested party, the African American Art Museum would prefer to run the building itself.

An ad hoc committee of Commissioners LaRocca, Vedensky and Taliaferro will meet with Mrs. Theilen and Ms. Isaacs on Friday, May 3rd to discuss the alternative proposals of the Police Department and the African American Museum and see how these can be reconciled.

This meeting concluded at 5:45p.m.

Respectfully submitted:



Claire N. Isaacs, Director
San Francisco Arts Commission



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11/18/85

SF Club Commission

MINUTES
Finance Committee Meeting

18 November 1985

4:00 p.m.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

The regular monthly meeting of the Arts Commission Finance Committee Meeting was held at 4:00 p.m. on 18 November 1985 in the office of the Assistant Director, Michael Bell. Commissioner Nemerovski opened the meeting at 4:15 p.m.

Commissioners Present:

Jacqueline Nemerovski, Chair
William Paterson

Commissioners Absent:

Piero Patri
Timothy Duncan
Ray Taliaferro

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1986 Arts Commission Festival

Michael Bell distributed a revised 1986 Arts Commission Festival Budget. Commissioner Nemerovski requested he update the Committee on the revisions planned for the 1986 Arts Festival. Michael Bell reported there will be sculpture and performances in the Civic Center Plaza and an exhibition in the Gallery; the main expenditures for the festival will be for these components. The satellite exhibits will not be a great expense to the Arts Commission except for the time of the Assistant Director in directing and assisting.

Commissioner Paterson inquired if the lot adjacent to the Arts Commission Gallery will be filled to sidewalk level and Mr. Bell replied that the budget will not accomodate this expense, this year but that space will be activated. In answer to Commissioners' inquiries, he stated there is a City Code for the type of fill for public property and it's very expensive.

Relative to the projected 1986 fee to the Commission by the Friends of the Arts, Assistant Director Bell stated that the Friends will be administering the Awards of Honor Banquet and their administrative fee may be higher. Secondly, he continued, the Board of Supervisor's Finance Committee may at anytime take back the money approved for the Arts Festival due to the fiscal restraints imposed upon the City budget.

Commissioner Nemerovski recommended that if money for the Festival comes from sources other than the Public Arts Fund, the money allocated should be paid back to the fund for other programs' use. She also requested the Arts Festival budget be approved with a stipulation that any expenses beyond the \$18,900 must be referred to the Finance Committee for approval. This will enable control over the budget. She also stated that a check-request system will be initiated whereby any money distributed, by the Friends of the Arts, will have to be signed off by the Assistant Director. This system will assist, also, in maintaining accurate bookkeeping.

Dianne Feinstein
MAYOR

Laire N. Isaacs
DIRECTOR

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resident

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vice President

Ermon Alley
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Commission



Page -2-

Finance Committee Meeting Minutes (continued)

A brief discussion ensued regarding the Arts Festival budget deficit and Commissioner Nemerovski requested an accounting of the Friends of the Arts fee and stated that the deficit will be covered out of the Public Arts Fund to reimburse the Friends of the Arts.

Pacific Telesis Gift

Commissioner Nemerovski requested the Committee formally acknowledge Pacific Telesis for their gift of \$2,368.00 to the Friends of the Arts; this will further reduce the 1985 Festival Budget deficit.

Supervisor's Finance Committee Hearing

Commissioner Nemerovski reported that Director Isaacs, who was unable to attend this meeting, would report on the Supervisor's Finance Committee Meeting information at the December 4 Commission Meeting. She informed the Committee that the account clerk position was cut from the budget by the Board of Supervisor's rather than the funds from the Festival budget as suggested by the Arts Commission.

Contingency Fund

As the final item of business, Commissioner Nemerovski requested the Committee approve \$2,500 for general Arts Commission administration for use at the discretion of the Director for furthering the arts.

In conclusion, a Resolution will be prepared for the December 4, 1985 Arts Commission Meeting allocating the following items ordered by the Committee, that total \$34,500 from the Public Arts Fund to the Friends of the Arts.

ORDERED:

1. Approval of \$81,900 for the 1986 Arts Commission Festival Budget with stipulation that any expenses in excess of that be submitted to the Finance Committee for approval.

Motion: Jacqueline Nemerovski
Second: William Paterson
Consensus: Unanimous

2. Approval of transfer of funds form the Public Arts Fund to the Friends of the Art for \$14,000 for 1986 Arts Commission Festival and ^{up to} \$18,000 for deficit coverage to the Friends of the Arts for the 1985 Festival.

Motion: Jacqueline Nemerovski
Second: William Paterson
Consensus: Unanimous

Finance Committee Meeting Minutes (continued)

3. Acceptance , with appreciation, gift of \$2,368.00 from Pacific Telesis to the Friends of the Arts for the 1985 Arts Commission Festival.

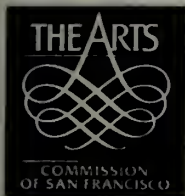
Motion: Jacqueline Nemerovski

Second: William Paterson

Consensus: Unanimous

4. Approval of transfer of funds from the Public Arts Fund to the Friends of the Arts in the amount of \$2,500 for furthering the arts, to be used at the discretion of the Director.

There being no further business, the meeting was adjourned at 4:45 p.m.



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2/21/86

MINUTES
21 February 1986

The regular monthly meeting of the Arts Commission Finance Committee was held at 4:00 p.m. in the third floor conference room of 45 Hyde Street, San Francisco, California. Commissioner Duncan brought the meeting to order at 4:15 p.m.

Commissioner Present
Timothy Duncan, Chair.

Commissioners Excused
William Paterson
Roselyne C. Swig

Others Present:
Clarie Isaacs
Anne Marie Theilen
John McCarron
Leah Forbes
Patricia Kidd

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State/Local Partnership Level II Funding Application Proposal

Leah Forbes, Coordinator of the State/Local Partnership Program, distributed draft proposals for Arts in Education and Artist Live/Work grant application to the California Arts Council. She reported to the Committee on the Arts in Education component of the proposal of which the ultimate goal is to develop a sample curriculum and ten lesson plans for the San Francisco public schools. This will be achieved, reported Ms. Forbes, by bringing together school personnel, community arts organizations, artists and parents for the purpose of developing model curriculum. An all day symposium will be held for the larger community to respond to the draft curricula, compiled by the representatives participating. The Creative Arts Specialist and the Arts Consultant will use the ideas generated at these meetings to finalize an arts curriculum distinctive to San Francisco. The total cost will be \$17,500.00 (\$8,739 to be requested from the California Arts Council and \$3,739 to be raised by the Arts Commission and \$5,000 from the SFUSD). One of the objectives of this proposal, stated Ms. Forbes was to create awareness in the public's mind of the necessity of arts education, to the desired effect that the school district will be mandated to incorporate a permanent annual budget for art curriculum, equipment and materials. In conclusion Commissioner Duncan and Director Isaacs stated it will be an exciting plan; the Arts Commission would be the catalyst in bringing arts education to San Francisco public schools. As directed at the February Arts Commission meeting, and in reply to Commissioner Duncan's query, Ms. Forbes reported that the proposed plan has the approval of Marilyn Kramer, Sally Ryan and Pam Sharp of the S.F. Education Fund and the State/Local Partnership Program Committee. Letters of commitment from the school district and Bay Area Lawyers for the Arts will be presented March 3rd at the Arts Commission Meeting.

Due to a lack of quorum at this meeting, a resolution will be prepared for presentation and adoption by the full Commission March 3.

Committee Policy

Commissioner Duncan requested that relative to the Finance Committee, in the future, he would like to have this Committee focus exclusively up the issues of program finances and not become an executive committee, approving concepts. Ideally, he stated, in answer to Director Isaacs question, the Committees' chair persons should attend the Finance Committee and present budget requests for approval of their committee's issues. In conclusion, he stated he will broach this subject at the March 3rd Commission meeting.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

Dianne Feinstein
MAYOR

Claire N. Isaacs
DIRECTOR

COMMISSIONERS
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President

Robert LaRocca
Vice President

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Jo Hanson
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Library Commission,
Planning Commission,
Recreation and Park
Commission



February 21, 1986

Page -2- (continued)

Arts Commission Gallery

John McCarron, Director of the Arts Commission Gallery reported to the Committee on the following fundraisers:

March 24 - Black Tie reception at the Gallery for Security Pacific Bank to kickoff an exhibit of the proposals for the sculpture for the lot adjacent to the Gallery which are going to primarily be underwritten through Security Pacific. Also exhibited with the three proposed sculptures, will be a selection of Security Pacific's collection.

April 20 - An afternoon picnic at the Gallery in honor of Phyllis Wattis . Tickets are \$50.00.

John McCarron reported that the Advisory Board wants to develop a sound fundraising plan that will involve the Arts Commission and the Friends of the Arts. Commissioner Duncan stated that a development officer's position, at the Commission, should be seriously considered.

Friends of the Arts

Director Isaacs reported that she recently broached the subject of the 7½ percent fee charged the Commission for Friends of the Arts processing Arts Commission money. In response to her query of the Friends, Director Isaacs reported to the Commission, they cannot cut the fee at this time as they are existing and managing their organization on the fees charged to the Commission. Continuing Director Isaacs stated that the Friends of the Arts were to act as a development source for the Arts Commission and she stated that the Commission may wish to think about meeting with the President of the Friends to discuss these considerations and alternatives to the situation.

Further discussion ensued and in conclusion Director Isaacs reported that the Friends presented a gift of \$5,000 to the Arts Commission and \$500.00 from the Gordon Getty \$5,000 gift was received.

Administrative Action: A representative of the Friends of the Arts will be invited to report at the March Finance Committee Meeting.

Capital Improvements

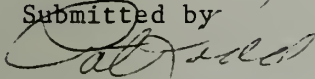
Director Isaacs reported that the Arts Commission put \$60,000 into capital improvement budget for San Francisco for the restoration of the statuary with the understanding that some private money would be raised to stimulate next year's contribution. City Planning is proposing another \$50,000 for the next fiscal year . Relative to fundraising plans, the Director inquired if the plan for fundraising should come through the Finance Committee or the Visual Arts Committee. She also reported that once the James Lick Monument is underway it will be easier to solicit funds since the Commission expects front page publicity. In conclusion Commissioner Duncan suggested the item go to the Visual Arts Committee for thorough discussion before approval by the Finance Committee.

Neighborhood Arts Program

Anne Marie Theilen, Director of the NAP, distributed a memorandum outlining the request for \$3,000 of the \$9,000 allocated to the NAP for the publication of Young People's Cultural Resource Guide be transferred from the General Fund to the Friends of the Arts account for consultancy fees. In addition, another \$6,000 for funding underserved communities arts festival (in the Tenderloin and Visitacion Valley districts) will also need to be transferred. After thorough discussion the request was approved and a resolution will be prepared for presentation and adoption at the March 3rd Arts Commission Meeting.

Further to the topic of the Friends of the Arts, Director Isaacs stated that new procedures need to be established for the percentages charged to programs for transfer of Public Arts Fund revenue to the Friends of the Arts and alternative resolutions of the problem of handling these City funds transferred to the Friends of the Arts.

Submitted by



Patricia Kidd

Commission Secretary

Approved: _____

Date

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CITY AND COUNTY OF SAN FRANCISCO

ARTS COMMISSION
45 HYDE STREET, SUITE 319
SAN FRANCISCO, CALIFORNIA 94102

A G E N D A
FINANCE COMMITTEE MEETING

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1 July 1986

The July 1 meeting of the Arts
Commission Finance Committee will
take place at 45 Hyde Street, 3rd
Floor Conference Room. The meeting
is scheduled to commence at 4:00 p.m.

- I. ROLL CALL
- II. APPROVAL OF MINUTES
- III. ART GALLERY - Kathleen Kolba
Lisa Hines' proposal for Arts Festival
Symposium Exhibition
- IV. ART GALLERY - Kathleen Kolba
Use of remainder of funds from
Herbst Foundation Grant for
movable wall construct.
- V. ARTS FESTIVAL - Michael Bell
FOA/Awards Dinner Finances
- VI. WESTERN ADDITION CULTURAL CENTER - Charles Byrd
- VII. MISSION CULTURAL CENTER - Oscar Maciel
- VIII. ADJOURNMENT

ARTS COMMISSION
45 HYDE STREET, SUITE 319
SAN FRANCISCO, CALIFORNIA 94102
558-3463

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FINANCE COMMITTEE MEETING
1 JULY 1986

MINUTES

The Arts Commission Finance Committee Meeting of 1 July 1986 was held at 45 Hyde Street, Third Floor Conference Room, San Francisco, California. Commissioner Duncan brought the meeting to order at 4:20 p.m.

I. ROLL CALL

Present:

Timothy Duncan, Chair
William Paterson

Excused:

Roselyne Swig

Staff Present:

Claire Isaacs
Anne Marie Theilen
Michael Bell
Kathleen Kolba
Patricia Kidd

Others Present:

Charles Byrd, WACC
Oscar Maciel, MCC

II. APPROVAL OF MINUTES

The Minutes of 29 May 1986 Finance Committee Meeting were approved.

III. REPORTS

Kathleen Kolba, Arts Commission Gallery Curator, presented plans to the Committee for an environmental design exhibit for the Gallery that will be exhibited concurrent with the Arts Festival and enhance the environment of the Symposium. She requested from the Committee \$2,000 from the Public Arts Fund to facilitate building exhibit designed by Lisa Hein, entitled City State (A portrait of San Francisco in the medium of architecture). At the request of the Director, Ms. Kolba and Michael Bell further described the needs for the \$2,000 increase in the Festival budget, and the mechanics of the construction of the exhibit. Further discussion ensued on alternatives for procuring lumber for the exhibit and sources for requests of in-kind donations. In conclusion Director Isaacs recommended that \$3,000 be allocated to allow for the Friends of the Arts 7½ percent fiscal fee. Commissioner Duncan stated that approval is granted subject to the project being completed, otherwise the money will be withdrawn from the Festival Budget.

Herbst Grant Funds

Director Isaacs reported to the Committee that after a thorough study of the budget it was discovered that unused funds, work ordered to the Dept. of Public Works for the Arts Commission was about to be reverted to the City's general revenue fund. She requested permission of the Committee terminate the DPW work order to allow the funds to revert to the Arts Commission.

Herbst Grant Funds (cont'd.)

The money would be used, instead, for construction of movable walls for the Arts Commission Gallery, by the Gallery staff. Ms. Kolba requested the money be transferred to a fund that would allow purchase of the materials for the construction of the walls. In response to Commissioner Duncan's query, Ms. Kolba stated that the design of the walls is that design used by Gallery Board Member, Phil Linares, at the Mills College Gallery. Commissioner Duncan recommended that that approval be given subject to the Gallery Board's assuming responsibility of overseeing that the walls are well constructed and conducive to the needs of the Gallery. Ms. Theilen recommended that \$857 of the funds remain in the DPW account for Gallery maintenance.

Relative to on-going maintenance, Director Isaacs reported that there's never been a maintenance fund for the Art Gallery and that up to now the Gallery has drawn against the \$10,000 Herbst Foundation Grant. She stated she will request a maintenance fund in the 1987-88 Budget.

Friends of the Arts/Awards of Honor Benefit

Assistant Director, Michael Bell reported \$9,000 was requested for the Arts Festival budget based on the financial results of last year's Awards of Honor benefit and he is concerned whether or not that figure is over or under this year's profit. He has not been able to secure a definite figure from the Friends of the Arts. He requested the Committee propose a formal request to the Friends, for a statement for accounting of the 1986 Awards of Honor Benefit. Further discussion ensued and in conclusion, Commissioner Duncan request Director Isaacs to draft a resolution for presentation at the 7 July Meeting of the Arts Commission.

Western Addition Cultural Center

Charles Byrd, Operations Manager of the Western Addition Cultural Center reported to the Committee on a music concert benefit scheduled for August 16th at Pier 3 in Fort Mason. He requested \$1,500 from the Arts Commission to cover expenses for a donations coordinator and publicity. Continuing, he reported that 1,500 are expected to attend at a ticket price of \$7.50 in advance and \$8.50 at the door for the benefit entitled "Reggae Explosion - Day of Caribbean Culture," to benefit the WACC. Further discussion ensued and Director Isaacs stated that the amount should be increased to allow for the 7½ percent Friends of the Arts fiscal fee.

Mission Cultural Center

Subsequent to last month's Finance Committee Meeting, and Oscar Maciel's request for funds for a set of architectural plans for the MCC, Mr. Maciel reported he has more recently discovered that the renovated Mission Cultural Center facility will need \$100,000 for electrical service to accommodate the graphics workshop, gallery lighting, and office space. A lengthy discussion ensued on the validity of these needs, and Mr. Maciel also stated his concern whether expending \$5,000 for these architectural drawings is cost effective, in light of the need for the electrical service to accommodate the graphics workshop. The consensus of the Committee and the staff present was that in order to proceed with plans for the MCC, the drawings are needed and the other problems will have to be approached and resolved after the architectural Master Plan is updated.

1 July 1986

ORDERED:

Authorization for Director to transfer \$3,000 from the Public Arts Fund to the Friends of the Arts, to increase ARTs Festival Budget for Gallery environmental art exhibition that is concurrent with the 1986 Arts Festival, 9/13 through 10/25/86. This amount includes 7½% fiscal fee for the Friends of the Arts (\$225).

MOVED by Commissioner Paterson
SECONDED: Commissioner Duncan
CONSENSUS: Unanimous

Authorization for Director to terminate DPW workorder in amount of \$3,857, to allow funds to revert to ARTs Commission budget for construction of movable walls (\$3,000) in the Arts Commission Gallery, and \$857 to remain in account for Gallery maintenance.

MOVED: Commissioner Paterson
SECONDED: Commissioner Duncan
CONSENSUS: Unanimous

Recommendation by Committee for Commission to adopt resolution to request, from the Friends of the Arts, final report and accounting of the May 8, 1986 Awards of Honor fundraiser.

MOVED: Commissioner Paterson
SECONDED: Commissioner Duncan
CONSENSUS: Unanimous

Authorization for Director to transfer \$1,612.50 from the Public Art Fund, to the Friends of the Arts, for the Western Addition Cultural Center's special services and promotion project of a special benefit to be held on August 16, 1986. This amount includes the 7½% Friends of the Arts fiscal fee (\$112.50).

MOVED: Commissioner Duncan
SECONDED: Commissioner Paterson
CONSENSUS: Unanimous


Authorization for the Director to transfer \$5,357 from the Public Art Fund to the Friends of the Arts, for cost of updating architectural plans for the Mission Cultural Center, by architect Richard Broder. This amount includes 7½% Friends of the Arts fiscal fee (\$375).

MOVED: Commissioner Duncan
SECONDED: Commissioner Paterson
CONSENSUS: Unanimous

V. ADJOURNMENT

There being no further business, this meeting adjourned at 5:30 p.m.
The next meeting was scheduled to be held Tuesday, July 22 at 4:00 p.m.

Submitted by:


Patricia Kidd
Commisson Secretary



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A G E N D A
FINANCE COMMITTEE MEETING

2 September 1986

The Arts Commission Finance Committee will meet at 45 Hyde Street, 3rd floor conference room. The meeting is scheduled to commence at 3:00 p.m.

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I. Roll Call

II. Approval of Minutes

III. Funding request for mural repair
at Mission Cultural Center. NAP

IV. Request for authorization to apply
to CAC for \$25,000 multi-cultural
arts pilot program grant for
emerging ethnic minority artists.
State/Local Partnership Program

V. Request for authorization to apply to
NEA Visual Arts and Design Arts Program
for grant to fund an artist to work in
collaboration with an architect on project
to redesign Kezar Stadium's four main
entrances and surrounding collanade.

VI. Old Business

VII. New Business

VIII. Old Business

IX. Adjournment

5 Hyde Street
Suite 319
San Francisco, CA 94102
15 558 3463

Mayor
Janine Feinstein

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resident
Robert LaRocca
vice President
Bernon Alley
Timothy Duncan
Stanley Eichelbaum
John Hanson
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Peter Rodriguez
Roselyne C. Swig
Elix M. Warburg

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DIRECTOR
Gaire N. Isaacs



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FROM THE DEPARTMENT OF CHEMISTRY
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11/26/86

FINANCE COMMITTEE MEETING

26 November 1986

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MINUTES

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45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

The Finance Committee of the San Francisco Arts Commission met on 26 November 1986 in the office of Committee Chair, Commissioner Timothy Duncan, at the San Francisco Ballet, 455 Franklin Street. Commissioner brought the meeting to order at 9:00 a.m.

I. ROLL CALL

Commissioners Present:

Timothy Duncan, Chair
William Paterson
Roselyne Swig

Others Present:

Claire Isaacs, Director
Regina Almaguer
Leah Forbes
Patricia Kidd
Anne Marie Theilen

MAYOR
Dianne Feinstein

COMMISSIONERS

Jacqueline Nemerovski
President

Robert LaRocca
Vice President

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Planning Commission,
Recreation and Park
Commission

DIRECTOR

Claire N. Isaacs

II. REPORTS AND DISCUSSIONS

1987-88 Committee Goals and Priorities

Director Isaacs distributed lists of the recommended goals for the Committee. She reported that the first goal, to educate the Commission to the budget process was ongoing and the second, to develop a clear and simplified budget reporting document was discussed at the October meeting. The third goal, to set policy for the Public Arts Fund allocations was discussed at length. The Director stated that per President Nemerovski, a year ago it was discussed that a system would be established, of dividing the Public Art Fund into thirds; one-third for immediate allocation, a third for emergencies, and a third on reserve. She stated that the Committee needed to consider now, a policy of allocating \$30,000 for immediate use and setting aside money for the 1987 Arts Festival.

Lengthy discussion ensued on the '87 Festival and setting aside money from the Public Art Fund. The Director stated that there are two proposals for the Festival that are currently under consideration. A young people's art festival that NAP Director, Anne Theilen would work on with the assistance of Leah Forbes. Continuing, the Director reported also that the SFUSD Superintendent, Dr. Cortinez is enormously interested and wants to help raise money for the Festival. This component of the Festival would also coordinate with the Golden Gate Bridge celebration and their public relations would be made available to the Arts Commission. The second component under consideration for the '87 Arts Festival is for the Arts Commission to participate with the San Francisco Fair and Exposition. That organization has committed \$10,000 if the Arts Commission will join them and they will provide security, maintenance, lighting, transportation and public relations. This component of the Festival would be held in Civic Auditorium and would include the commissioning of a couple of outdoor sculptures on the Plaza. Director Isaacs concluded stating she would like to set aside one-third of the Public Art Fund for the Festival. Further discussion ensued.



Relative to a system of dividing the Public Art Fund into thirds, Commissioner Swig stated she would like to insure that the Commission was using the maximum amount of the fund for the Commission rather than have a set percentage on reserve. She stated it was her feeling that it would be good for the programs' funding efforts to know they would have a set amount to count on to report to funders that the City supports its own agency. Commissioner Duncan requested the Director prepare a model recommendation and present it to the Committee at the next Finance meeting. He stated in conclusion that policy for the Public Art Fund is a definite goal for the committee.

Financial Development

Director Isaacs reported to the Committee that funding development responsibility needed to be determined and worked out with clear guidelines set to eliminate the confusion about the Director's responsibility and the Friends of the Arts development commitment. Lengthy discussion ensued about the role of, and the need for a development officer. Also discussed was how other City agencies and organizations' Friends groups are structured and their procedures and relationship to the agencies they are aligned with. In conclusion, the goal for the Committee this year will be: 1) to determine who is responsible for development and development priorities and 2) to clarify the relationship and role of the Friends of the S. F. Arts Commission.

Governance Committee

The consideration of creation of a governance committee as a goal was discussed and agreed upon (to present to the Commission) as a goal of the Finance Committee for the coming year. This governance committee would consider everything that is not specific to other committees of the Commission but that reflects on all aspects of the Commission.

NEA Design Arts Grant Proposal

Director Isaacs reported that at first she had had many considerations about this grant that would develop an effective, comprehensive strategy for San Francisco to respond to arts related issues. She stated the grant proposal had been discussed and worked on for the past three months, and finally approved by the State/Local Partnership Committee and that as a result of the former live/work study, the current Arthouse Project is functioning well; she now supports the request she stated in conclusion. Commissioner Swig inquired about the other reports and studies, relative to their furthering awareness of the arts, to the public. Leah Forbes responded, saying that prior to passage of Proposition M, the Planning Commission was prepared to apply for the grant but now they have offered instead, one-third personnel time (Mr. Paul Lord) to work on the proposal that will, hopefully, have subsequent impact on translating the plan into zoning ordinance, where the real effect will be seen. She continued, stating that it was important to have an arts policy in place to justify any legislative changes in terms of zoning and that the way the Master Plan was now, the arts and cultural aspects are very minimal. Commissioner Duncan requested Ms. Forbes to create a simple list of what the Commission could do with the Design Arts Proposal. Commissioner Swig added that the Arts Commission has a responsibility to get these studies out to the Community; that studies which inform arts people what they already know are useless. In conclusion Commissioner Duncan stated he would like this to be discussed further at the Commission meeting before he made a motion for approval to go on the Consent Calendar.

Airport Artwork Conservation Study

Director Isaacs reported that conservation of the Airport artwork is a long-standing problem and that she had never requested money from the Public Art Fund because it

would not resolve the situation. She stated that the Airport/^{Committee} had been attempting to secure \$1,500 for a conservator to make a condition report and the Airport Commission did not wish to spend the money. She reported that she had inquired from President Nemerovski if she would consider approaching the Airport Commission and invite them to split the cost 50/50. Since that, Mr. Jasen Yuen of the Airport has advised Regina Almaguer to request from the Airport Commission \$10,000 for the study and the conservation. Ms. Almaguer stated that this conservation report was a top goal and priority for the joint committee and the committee's consensus was that if they approached the Airport with the study and an exact outline of what needed to be done, and the approximate cost, they would be open to assuming responsibility for the conservation report. Director Isaacs interjected that Moscone Center has a maintenance fund for their artwork and the Department of Parks and Recreation are beginning to talk about work-ordering money for maintenance and restoration to the Arts Commission. She reminded the committee that there is no money in the Arts Commission budget for conservation and maintenance. The airport has been unwilling to do this although it has been repeatedly recommended. Director Isaacs reported that her recommendation is that the Committee allocate up to \$750 and write letters to the Airport Commission, under the President's signature, asking them to share the cost of the conservator's report. Commissioner Swig stated that originally the Percent for Art enabled the art to come to the Airport and it was her feeling that the responsibility for care and maintenance should be contained in that original plan and that she did not recommend the Arts Commission assuming responsibility for that artwork's maintenance and care. Commissioner Swig concluded her remarks stating she recommended taking a stand on the issue. Director Isaacs stated that she agreed but that the legal ordinance and charter are not clear. Continuing she stated that the charter states the Arts Commission is responsible for the City Art Collection and that may be perceived as including the Percent for Art purchases and furthermore, she continued, that one of the Commission's goals for the Civic Design and Visual Arts Committees will be procedures and ordinance and if the Arts Commission is able to revise the ordinance it would clarify whose responsibility it will be once the art work is in place. She stated also that she would not like to see other departments taking responsibility for maintenance and their doing it in such a way that would harm the artwork. The Arts Commission would always wish to have some control. Ms. Almaguer interjected that the Airport has the sense that the artwork is the City's and the Arts Commission is responsible. Director Isaacs stated that after there is a conservator's report with definite figures it would be possible to go to the Board of Supervisors and the Mayor to request the money and request a line-item in the budget. In conclusion Director Isaacs stated she would speak with Jasen Yuen at the Airport and discuss a strategy and solution.

Request to transfer funds to FOSFAC/NAP

Director Isaacs reported that she would like to have money set aside for the Arts Festival contingent upon the discussion at the December 1st Commission Meeting. \$20,000 for the Arts Festival and another \$10,000 for contingency expenses.

Anne Marie Theilen reported on the upcoming, December 6th Bayview Opera House Open House in cooperation with the Mayor's Office and the Joseph P. Lee Recreation Center, to advertise to the public that these two city facilities are open to the youth of that area. The Director summarized the events that led to this proposed open house and the recent events at BOH and she requested an emergency loan of \$2,000 to enable the hiring of Mr. Richard Partee to act as consultant and to coordinate the open house.

ORDERED: Authorization to transfer \$30,000 (\$20,000 for 1987 Arts Festival and \$10,000 for contingency expenses) from the Public Arts Fund to the Friends of the SFAC.

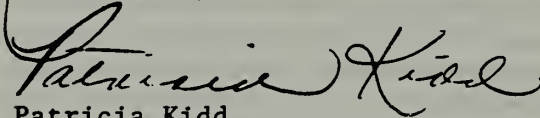
Motion Submitted: Timothy Duncan
Seconded by: Roselyne Swig
Consensus: Unanimous

ORDERED: Authorization of \$2,000 loan to the NAP Program for use to hire consultant for December 6th Open House.

Moved by: Timothy Duncan
Seconded: Roselyne Swig
Consensus: UNANIMOUS.

ADJOURNMENT: 11:00 a.m.

Submitted by:

A handwritten signature in cursive script, appearing to read "Patricia Kidd".

Patricia Kidd
Commission Secretary



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SF Sub Commission

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JAN 30 1987

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FINANCE COMMITTEE MEETING
29 January 1987

8:45 A.M.

SAN FRANCISCO BALLET BUILDING
455 FRANKLIN STREET

Third Floor - Timothy Duncan's Office

MAYOR
Dianne Feinstein

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Jacqueline Nemerovski
resident
Robert LaRocca
Vice President
Vernon Alley
Timothy Duncan
Stanley Eichelbaum
John Hanson
William Paterson
Anna-Marie B. Metwally
George T. Rockrise
Peter Rodriguez
Roselyne C. Swig
Elix M. Warburg

OFFICIO MEMBERS

Presidents of the
The Arts Museum,
Library Commission,
Planning Commission,
Recreation and Park
Commission

RECTOR
Gire N. Isaacs

I. Gallery

Request for Authorization to Apply
to CAC for Organizational and Admin-
istrative Development Grant - \$15,000

II. Neighborhood Arts Program

Request for Authorization to apply
to Hotel Tax Fund for NAP 1987-88,
\$112,500

III. Arts Festival

Request for Authorization to apply
to Hotel Tax Fund for \$30,000 Grant
for 88-89 Arts Festival

IV. State/Local Partnership Program

- A) Request for authorization to grant
\$1,000 from PA Fund to American Lung
Association to assist in presentation
costs of \$3,000 for Health and Hazardous
Materials in Arts and Crafts Workshops
- B) Request for Authorization for Director
to apply to CAC - Level I Grant - \$17,000
for basic operations;
- C) Request for authorization for Director to
apply to CAC - Level II Grant for \$33,500
for administration of revolving loan fund
for artist housing;
- D) Request for \$5,000 allocation from PA Fund
to State/Local for basic support, 1986-87.
- E) Friends of the Arts Fundraising for
State/Local Partnership to cover
shortfall.

V. Old Business

VI. New Business

VII. Adjournment



Subscription price, Five Dollars Per Annum in Advance. Single Copies, Fifteen Cents.
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Acceptance for mailing at special rate of postage provided for in Act of October 3, 1917.
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FINANCE COMMITTEE MEETING
29 January 1987

MINUTES

The Finance Committee of the San Francisco Arts Commission met on 29 January 1987 in the Carver Meeting Room of the San Francisco Ballet - 455 Franklin Street, San Francisco, California. Commissioner Duncan, Chair of the Committee brought the meeting to order at 9:08 a.m.

I. ROLL CALL

<u>Commissioners Present:</u>	<u>Excused:</u>
Timothy Duncan	Roselyn Swig
William Paterson	

Others Present:

Claire Isaacs, Director
Anne Marie Theilen, NAP Director
Anne Meissner, Gallery Director
Kathleen Kolba, Gallery
Leah Forbes, State/Local Partnership
Louise Jordan, Friends of the Arts
Patricia Kidd, Secretary

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II. Gallery Request for Authorization to Apply to CAC

Ms. Meissner requested the Committee to authorize the Director to apply to the California Arts Council for Organizational and Administrative Development Grant of \$15,000. Director Isaacs reported that this is the third year that the Gallery has applied for and received this grant. This year, she continued, the funds received will be used for public relations and education personnel, both of which are important to the growth. Ms. Meissner reported to the committee that the matching funds for this grant will derive from corporate grants such as the ones received in the past from Security Pacific and private foundations and also in discussion, is the possibility of an Arts Gallery Fund Raiser to bring in the community, in honor of the Gallery's 4th anniversary of reopening since the fire. Commissioner Paterson moved that the authorization be granted.

III. Neighborhood Arts Program -Hotel Tax Fund Application

Program Director, Anne Marie Theilen distributed detailed outline describing the distribution of the \$112,500 grant funds to the NAP centers and programs. She reported that for year 1985-86 \$92,000 was granted by the Hotel Tax and this year's figure is more because Hotel Tax will give more to the Sheriff's Dept. program and there are increased needs at the cultural centers. Ms. Theilen reported that the amounts for each of the centers are amounts that match the CAC funding. Commissioner Paterson moved that authorization be granted for application of the \$112,500 grant to the Hotel Tax Fund.

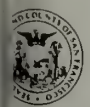
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Melix M. Warburg

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Presidents of the
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Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs



IV. 1987-88 Arts Festival - Hotel Tax Fund Grant Application

Director Isaacs disclosed the Hotel Tax funds granted to the Commission for former year's Festivals and reported that this year she would like to apply for \$50,000 for the 1988 Arts Festival. She stated that this amount is greater than \$30,000, the amount that was originally planned to request because she has plans for the '88 Festival that she feels the Hotel Tax Fund will support and approve of greatly. She stated that if there is new information by Monday's Commission Meeting, she will report further then, but for now she requested that the Committee approve the request to read, "up to \$50,000." She stated that the 1987 Children's Art Festival package was very attractive to the Hotel Tax and she wants to present another "attractive package" to the Hotel Tax Fund. Commissioner Paterson moved that the application to the Hotel Tax Fund be submitted for an amount up to \$50,000.

V. State/Local Partnership Program

Director Isaacs reported that for the past several years the State/Local Partnership program has supported and co-presented the Health Hazards in Arts and Crafts workshops that are sponsored by the American Lung Association and as the Commission and State/Local are advocates she requested that this year, instead of contributing postage and mailing for the workshop they would like to grant \$1,000 to the American Lung Association of San Francisco towards the \$3,000 costs of presenting the workshop. Discussion ensued on the contents and value of the workshop relative to young children using art supplies and artists, and Ms. Forbes reported further that the workshop was one of great value and recommended the \$1,000 gift. Commissioner Paterson moved approval of the \$1,000 gift to the American Lung Association from the Public Arts Fund.

CAC Level I Grant Application - \$17,000 Basic Operation

Director Isaacs stated that it is currently the season that the California Arts Council invites grant applications for the Level I and Level II. Level I is almost assured for basic support of the program and she further described the CAC procedure that the amount received is desending due to the 1990 date when the ^{CAC} program will expire and until that time the Commission's match of funds increases. Ms. Forbes reported that the least amount that can be applied for (without match) is \$11,000 and an additional \$6,000 will be granted if it can be matched. She reported to the Committee that the grant application would not be a risk if the additional \$6,000 could not be matched in that the grant was issued as a reimbursement. Ms. Forbes reported also that in 1990 a basic Level I block of funds would not be granted but that the Commission could apply for \$12,000 grant available that would require a match. Director Isaacs interjected that by that time the City may be able to match the grant. Commissioner Paterson moved that approval of the application, be granted.

CAC Level II Grant Application - \$33,500

Director Isaacs reported that the Level II grant application to the CAC would be for the proposed revolving loan fund for artist housing. She detailed how the funds from former year's grants were expended. She stated that the actual funds for this proposed loan fund would come from grants and loans from the foundations. The funds that this grant would generate would support the administration of the program. Ms. Forbes reported that the committee

envisions this grant request as a one-time application and that the equity/interest that the loan fund, itself generates should pay for future administration costs. Discussion ensued on the credibility of the fund generating enough interest and how the project will function relative to actual housing for artists. Director Isaacs reported that Gloria Segal of the California Arts Council is pleased with this project and last year's Arthouse Project that is currently operating and this year's Level II grant application would be received favorably as a positive and sequential following of Arts Commission successful projects. the past two years. Commissioner Paterson moved that authorization for application of the Level II Grant to the CAC be approved.

\$11,700 Shortfall - 1986-87

Director Isaacs reported that the State/Local Partnership program had projected there will be an \$11,700 shortfall for the present fiscal year and is requesting that \$5,000 from the Public Art Fund be allocated to the Committee Program for basic support. And she further stated that item E on the Agenda is relative to that shortfall and the State/Local Program is also requesting permission of the Committee to have the Friends of the Arts fundraise for their program. Ms. Forbes reported that the \$5,000 request answers the problem of balancing their account and assistance is needed to sustain the Arts and Education program - \$2,000 is needed; approximately \$1,500-\$2,000 is needed to work with the Chamber of Commerce relative to publishing the Facilities Management and Economic Impact Study summaries to disseminate to the public and the arts community. The consultants are doing a lot of the work themselves, gratis, and multiple copies of the study will not be reproduced so that expense will be State/Local Program's responsibility. She added, that some of the expense will be reimbursed from sale of the study's summary but that the program could not expect full reimbursement. Further discussion ensued and in conclusion Commissioner Duncan stated that the importance of having the study published and multiple copies printed was obvious but that relative to considerations at the onset of the program and this study in particular, he advised that this topic be brought up for discussion at the full Commission Meeting of 2 February - Monday. Director Isaacs requested that Ms. Forbes prepare a breakdown of the expenses needed to present to the Commission at Monday's meeting. Commissioner Paterson was excused from the meeting at 10:00 a.m.

FOA Fundraising for the State/Local Partnership Program

Director Isaacs reported that she had received a list of thirty agencies and a letter from Meg Madden, Chair of the State/Local Partnership Advisory Board, requesting the Friends of the S.F. Arts Commission to solicit for funds to cover the shortfall this year and expenses for next year. Director Isaacs stated that she could not recommend approval or authorization for this request because it was against the development policy of the Commission for an individual program to solicit from corporate and private funding sources. She stated that the full Commission should decide on this issue.

Request to Allocate \$6,000 from State/Local City Account for Parttime Personnel

Director Isaacs reported that there is a \$6,000 balance in the State/Local Program's City account and that due to the amount of clerical work load the program would like to use that amount to hire parttime clerical personnel. Discussion ensued on the priorities of the requests for funds for the program in light of the shortfall and the Committee postponed resolution until it could be discussed at the full Commission meeting on February 2nd.

Commissioner Paterson was excused at 10:00 a.m.

Discussion ensued again on Friends of the Arts Commission fundraising. The annual Awards of Honor event was discussed and it was requested that the Director send a letter stating what the ad hoc committee decision had been relative to timing of the event and when planning would begin. The Director also stated that she did not feel that the Friends could produce a fundraiser, annually, for each of the Commission's programs. Louise Jordan, representative from the FOA Board, stated that she felt the Friends could put on four fundraisers. Commissioner Duncan stated that ultimately he felt that the decision for fundraising would have to be made by the Friends of the Arts in that that organization knows what it can do in the way of fundraisers.

State/Local Request for Authorization to Design Logo

Ms. Forbes reported that the request to design a logo was not to form an identity separate from the Arts Commission, but rather clarify and to further align the program with the Commission. She added also that the idea sprang from the criticism of the title of the program and people's inability to recognize it's relationship to the Arts Commission. She reported that in the fundraising efforts of the Task Force, Mr. Gaulding, a new member offered to provide the services of a public relations person, Margaret Tome, to promote the identity of the program and the idea of a logo evolved from that offer of Mr. Gaulding's. Discussion ensued on the points raised in a letter regarding long-term budgeting needs for the program and Ms. Forbes reported that the issue she wanted to present today was not specifically the request for authorization to design a logo but rather to clarify how the program could go about fundraising. Director Isaacs replied that this topic is a Commission-wide problem and she felt that a roundtable meeting on development was overdue and should be scheduled within the next month or so. Further discussion ensued and the Director reported that she would be talking with President Nemerovski and the item should be brought up for discussion at the February 2nd Arts Commission Meeting.

There being no further business Commissioner Duncan adjourned this meeting at 10:35 a.m.

ORDERS

Authorization for Director to apply to the California Arts Council for \$15,000 Organizational and Administrative Development Grant for the Arts Commission Gallery.

Motion Submitted: Commissioner Duncan
Seconded: Commissioner Paterson
Consensus: Unanimous

Authorization for Director to apply to the Hotel Tax Fund , \$112,500 Grant for NAP 1987-88.

Motion Submitted: Commissioner Paterson
Seconded: Commissioner Duncan
Consensus: Unanimous

Authorization for Director to apply to Hotel Tax Fund for 1987-88 Arts Festival Grant for an amount up to \$50,000.

Motion Submitted: Commissioner Duncan
Seconded: Commissioner Paterson
Consensus: Unanimous

ORDERS (cont'd.)

Authorization for Director to apply to CAC for Level I Grant of \$17,000 for State/Local Partnership Program basic operations.

Motion Submitted: Commissioner Paterson
Seconded: Commissioner Duncan
Consensus: Unanimous

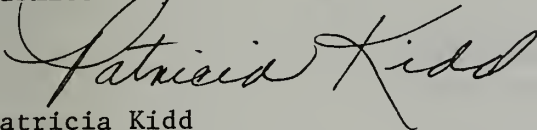
Authorization for Director to apply to CAC for Level II Grant of \$33,500 for administration of revolving loan fund for artists housing.

Motion Submitted: Commissioner Paterson
Seconded: Commissioner Duncan
Consensus: Unanimous

Authorization for Director to transfer \$1,000 from the Public Art Fund for gift to American Lung Association to defray costs of the Health Hazards in Arts and Crafts Workshop.

Motion Submitted: Commissioner Paterson
Seconded by: Commissioner Duncan
Consensus: Unanimous

Submitted by:



Patricia Kidd
Commission Secretary





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FINANCE COMMITTEE MEETING

26 February 1987

FEB 24 1987

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9:00 a.m.

San Francisco Ballet Building
455 Franklin Street - 3rd Floor

MAYOR
Dianne Feinstein

I. San Francisco Arts Commission Gallery

- A. Request for \$10,000 from Public Art Fund for Exhibitions
- B. Request Authorization to Apply to Security Pacific Bank for Grant
- C. Other Funding Sources

II. Request for Director to Renew Nat'l. Assembly of Local Arts Agencies Membership

III. Renewal of BACVA (Bay Area Consortium for Visual Arts) Membership .

IV. Airport Art Enrichment Program
Request for \$500 - Press Conference and Reception at SFIA for Charles Ross' skylight prism sculpture.

V. New Business

VI. Old Business

VII. Adjournment

COMMISSIONERS

Jacqueline Nemerovski
President

Robert LaRocca
Vice President

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Timothy Duncan
Stanley Eichelbaum
Jo Hanson

William Paterson
Anna-Marie B. Metwally
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Recreation and Park
Commission

DIRECTOR

Claire N. Isaacs







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4/30/87

Minutes
FINANCE COMMITTEE MEETING
30 April 1987

The finance Committee of the San Francisco Arts Commission met on 30 April 1987 in the 3rd Floor Conference Room of 45 Hyde Street, San Francisco, California. Commissioner Paterson commenced the meeting at 10:30 a.m.

I. ROLL CALL

Present:

William Paterson
Jacqueline Nemerovski, Pres.
Claire Isaacs, Director
Jeanne Bogardus
Leah Forbes
Raymond Wong
Patricia Kidd

Excused:

Timothy Duncan, Chair
Roselyne Swig

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II. Public Art Fund

Director Isaacs distributed public art fund accounting sheets and stated that there was \$72,278 available in addition to the El Paso Natural Gas Company grant of \$25,000 in a time deposit. She recommended to the Committee that a gift be made to each of the cultural centers and to request from their Boards a report on how such a gift would be expended. The Director also suggested that the Consortium could handle the gift and distribute equally to each center. Ms. Bogardus, Director of the Friends of the S.F. Arts Commission stated that such a gift would be much appreciated at this time. The Director stated she would put this before the full Commission on May 4th for their approval and after that it would take approximately six weeks for the funds to reach each center. Commissioner Paterson inquired why the Friends were handling the accounts of the Western Addition Cultural Center. In reply, Ms. Bogardus stated that the Friends took over this responsibility for WACC when that Center lost its 501C-3 (non-profit) status. From that time on, the Consortium took over accounting for all the Centers except WACC due to the complexity of that Center's accounts. In conclusion she stated that WACC had applied for their 501 C-3 status and are striving to become autonomous and are anxious and in earnest.

Director Isaacs reported that this gift does not preclude another gift in a few months or after the '87 POPS and the El Paso Natural Gas Company grant matures in July or August; Bayview Opera House is desperate for financial assistance and SOMAR is doing well and should not be "punished" for that. Commissioner Paterson Moved that \$20,000 gift to the Neighborhood Arts Consortium be granted; pending approval of the full Commission on May 4. President Nemerovski seconded.

Director Isaacs stated that proposed expenditures from the '88 Public Art Fund will be placed on the June Agenda for the Finance Committee and she will have each program coordinator submit requests.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

MAYOR
Dianne Feinstein

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President

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Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs



Arts Commission Computer Study

Director Isaacs reported that a City computer consultant had recommended that approximately \$4,000 is needed to prepare the computer needs assessment for the Arts Commission and the Director stated she would like to set aside \$5,000 for this purpose. President Nemerovski suggested that the Director put this item on a distribution list for the new fiscal year - July. Ms. Bogardus interjected that the Friends had been approached by an office equipment company with an offer of used word-processing equipment for their use. Ms. Bogardus stated she would investigate procuring some equipment for the Arts Commission use, also.

NEA Planning Grant Application

State/Local Partnership Program Director, Leah Forbes, reported that the Task Force had decided against applying for the Federal/Local Program of the NEA grant, reluctantly, due to considerations of undertaking the planning of two grants at the same time. State/Local has applied, she continued reporting, for the NEA Design Arts Program grant and they have had preliminary encouragement from the NEA. The task force would like to apply next year for the federal/local planning grant because they see it as an opportunity to help a local arts agency strengthen its administrative planning staff. Ms. Forbes reported that she had wanted to show a video tape on this grant at this meeting but because of the change of location of the meeting and lack of equipment, she was not able to. She offered the tape to anyone whom wished to borrow it for their viewing. Director Isaacs stated that Commissioner Swig will be sitting on the NEA panel for this grant next year and she stated that the Commission could apply for the whole grant and not go through the planning process. She also reported that the NEA had been encouraging San Francisco to apply for this grant for several years but that the problem is when the agency is already at the 95 percentile it is difficult to go further. Some of the cities that have received the grants had low budgets and the required match of new government money was not unreasonable. President Nemerovski reported that Mr. Cannon of the NEA had requested the Arts Commission apply for a million dollars but that, she stated, it would require a three million dollar match by the City and County of San Francisco. President Nemerovski and Director Isaacs discussed the feasibility of using art enrichment money. In conclusion, Director Isaacs stated that perhaps Commissioner Swig could assist in communicating San Francisco's position to Mr. Cannon, at the NEA.

Benson & Hedges Tobacco Company Proposal

Director Isaacs reported to the meeting that she had been notified by the Symphony that Benson and Hedges Tobacco Company are interested in supporting some aspect of the 1987 POPS Concerts, in exchange for advertising at the Concerts. The Music Committee had decided they did not feel comfortable with the offer but would withhold judgement until the issue had been discussed before the full Commission on May 4. President Nemerovski suggested that perhaps they could publish the POPS program; Jeanne Bogardus stated that printing of the program is a problem this year in that Safeway is not available to do it. Discussion ensued on the extent of visibility that should be allowed in exchange for the Benson & Hedges grant and Ms. Bogardus stated that she did not think they would be satisfied with just an ad in the program. The Director stated she will call on the Mayor's office to seek counsel on the situation; President Nemerovski agreed that would be a good idea. In conclusion, President Nemerovski stated she would like to see El Paso Natural Gas Company acknowledged in the program this year.

Budget Format


President Nemerovski requested that a format be developed for the Arts Commission budget that would clearly and simply reflect to those interested the programs' income and expenses in total. She stated that the desired format should be designed to evolve into a computerized printout, when that type of equipment will be available to the Commission. Ms. Bogardus offered to assist the Commission accounting department by sharing some budget format that had been used by her and she stated also, that the Friends will shortly be issuing income and expense statements of the programs, that the Friends work with.

Portman Hotel Proposal

President Nemerovski reported that if the proposed plans for the benefit dinner event manifest, it will be a very eloquent and refined affair for the Arts Commission. The date set aside is September 25th - Friday and this affair will be the fundraiser to produce funds to publish the Arts Commission City Art Collection catalogue. She reported on the lavish plans being discussed and discussion ensued on the methods of charging and supplying complimentary tickets for admission and mailing lists for the Awards of Honor to be tied into the event.

There being no further business this meeting adjourned at 11:45 a.m.

Submitted by:


Patricia Kidd
Commission Secretary





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6/29/87

SF Art Comm.

A G E N D A

DOCUMENTS DEPT.

JUN 26 1987

SAN FRANCISCO
PUBLIC LIBRARY

Finance Committee Meeting
29 June 1987

4:00 p.m.

45 Hyde Street, 3rd Floor
Conference Room

- I. Neighborhood Arts Program Request
\$5,000 for 20-Year Retrospective Study
- II. National Association of Local Arts Agencies
- A. Request for Reimbursement
to Director - Conference Expenses
- B. Arts Commission Membership
- III. Art in Public Places Conference - October 1987
Request for \$2,500 for AIPP Personnel Attendance
- IV. 1987-88 Program Directors' Requests for Funds
Public Art Fund
- V. Old Business
- VI. New Business

5 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

MAYOR
Jane Feinstein

COMMISSIONERS
Jacqueline Nemerovski
resident

Robert LaRocca
vice President
Bernon Alley
Timothy Duncan
Stanley Eichelbaum
John Hanson
William Paterson
Anna-Marie B. Metwally
George T. Rockrise
Peter Rodriguez
Roselyne C. Swig
Elix M. Warburg

EX OFFICIO MEMBERS
Residents of the
Fine Arts Museum,
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs



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SF = Arts Commission
FINANCE COMMITTEE MEETING
30 July 1987

The Finance Committee of the San Francisco Arts Commission met on July 30 1987 in the Bureau of Engineering Conference Room on the 2nd floor of 45 Hyde Street. Commissioner Paterson brought the meeting to order at 10:20 a.m.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

I. ROLL CALL

Present: Timothy Duncan, Chair
William Paterson

Others Present: Claire Isaacs
Jeanne Bogardus
Louise Jordan
Piero Patri
Raymond Wong

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AUG 5 1987

SAN FRANCISCO
PUBLIC LIBRARY

MAYOR
Dianne Feinstein

COMMISSIONERS

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President
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Vice President
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William Paterson
Anna-Marie B. Metwally
George T. Rockrise
Peter Rodriguez
Roselyne C. Swig
Felix M. Warburg

II. APPROVAL OF MINUTES

Commissioner Duncan moved that the Minutes of the 29 June 1987 Finance Committee Meeting Minutes be approved; it was seconded by Commissioner Paterson. The motion carried.

III. REPORTS

Management by Objectives

The Director reported on the 3rd quarter report that was distributed. She briefed the Committee on the reason for MBO's and stated that in some instances it was difficult to quantify the arts but that ultimately objectives and targets had to be determined that were challenging and realistic. Pat Kidd reported that in most all of the objectives' measures listed the targets were met and/or exceeded. Director Isaacs stated that some of the objectives would be changed to realistically reflect programs' purpose and progress, and that it would be presented to the Commission at a later date for approval.

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Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

Local Arts Agencies Publication

Director Isaacs reported to the Committee that the Urban Arts Federation is a group of major cities' arts organizations representatives that meet annually in a major U.S. city and also at the annual National Association of Local Arts Agencies. She stated that the group will meet next January in San Francisco and that it was her wish to have the Arts Commission act as host to the representatives of major city arts organizations in the United States. She requested that the Committee authorize her to apply to the NEA for a grant to fund a publication of a study of major cities' arts commissions, for the Urban Arts Federation. Continuing she stated that they wish to publish this around the time of their annual meeting here in San Francisco and that the request was made to provide that organization with non-profit tax reporting status (501C3) for the publication. Commissioner Duncan stated he would present the request to the Commission on August 3. Jeanne Bogardus stated she would report to her Board on Tuesday August 4th, that the Friends would act as fiscal agent.



1. The first part of the paper discusses the importance of maintaining accurate records of all transactions.

2. The second part of the paper discusses the importance of maintaining accurate records of all transactions.

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4. The fourth part of the paper discusses the importance of maintaining accurate records of all transactions.

5. The fifth part of the paper discusses the importance of maintaining accurate records of all transactions.

III. REPORTS (cont'd.)

Art in Public Places - Request for travel Funds

Director Isaacs reported that the Airport Joint Committee had authorized the Program Coordinator, Regina Almaguer to travel to Los Angeles to review the completed artwork of artist Tony Berlant that is to be installed at the Airport. This review upon completion, is a stipulation in the contract. Director Isaacs stated that this was difficult to authorize the \$200 in that there is no travel budget in the annual Arts Commission budget and the Controller's Office would not honor any request for payment or reimbursement unless the expenditure was allocated in the budget. Director Isaacs stated that although she disapproved using the money on account with the Friends of the Arts for this purpose, in order to facilitate final payment to the artist, she requested authorization to approve the \$200 request from the Airport Joint Committee. Commissioner Duncan inquired if in the future a travel budget was possible. The Director replied that she had requested travel allocation many times before and it had been denied and it was doubtful if future requests would be approved. Commissioner Duncan submitted the motion to approve the request with the stipulation that future requests for travel funds not be approved in Committee. Commissioner Paterson seconded and the motion carried.


Design Arts Grant - Civic Center Cultural Center Proposal

Director Isaacs and former Commissioner, Architect Piero Patri reported to the Committee on a Civic Center Cultural Center that is being proposed by Mr. Bill Kish, a private entrepreneur and President of the Cultural Development Associates in Lafayette, California. Mr. Patri reported that he, Commissioner Swig and Mr. Fuchs, have been working in an advisory capacity with Mr. Kish for over a year on this proposal that includes future office and gallery space for the Arts Commission. Director Isaacs requested authorization to apply to the NEA Grant for a \$38,000 grant for the feasibility study of this proposed center. The Center will contain 200,000 square feet of museum and performance space above a 100,000 square foot retail center that is ^{to be} located on McAllister and Polk Streets and Van Ness and Golden Gate Avenues. After lengthy discussion Commissioner Paterson made the motion to authorize the Director to apply to the NEA for the \$38,000 NEA grant for the feasibility study, to be matched by Mr. Bill Kish; Commissioner Duncan seconded and the motion carried.

IV. ADJOURNMENT

There being no further business this meeting adjourned at 11:20 a.m.

Submitted by:


Patricia Kidd
Commission Secretary

Approved: _____

Finance Committee Meeting
30 July 1987

ORDERED

Motion to approve Urban Arts Federation to use Friends of the Arts Commission name for non-profit status for tax reporting purposes for proposed publication of study on major cities arts commission.

ACTION: Pending presentation to full Commission 8-3-87

Motion to approve up to \$200 travel expenses for Airport Art Coordinator, Regina Almaguer to travel to Los Angeles to v review and give final inspection to proposed artwork of Tony Berlant for Airport installation.

ACTION: Approved pending consensus of Commission on 8-3-87 and with the stipulation that future requests not be approved in Committee.

Motion to Approve Director to apply to NEA for \$38,000 Design Arts for feasibility study of proposed Civic Center Cultural Center.

ACTION: Approved pending consensus of Commission on 8-3-87

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10/23/87

SF = Arts Comm

FINANCE COMMITTEE MEETING

23 October 1987

Minutes



Hyde Street
 Suite 319
 San Francisco, CA 94102
 415 558 3463

The Finance Committee of the San Francisco Arts Commission met on Friday, 23 October 1987 in the offices of Commissioner Roselyne Swig at 45 Belden Street, San Francisco, California. Commissioner Swig called the meeting to order at 3:10 p.m.

I. Roll Call

Commissioner Present:

Roselyn Swig, Chair

Excused:

William Paterson

Others Present:

Claire Isaacs, Director
 Dennis Rumsey, Assistant Director
 Jeanne Bogardus, Director, FOSFAC
 Louise Jordan, Board Member FOSFAC
 Anne Marie Theilen, NAP Director
 Leah Forbes, State/Local Program Coordinator
 Patricia Kidd, Secretary

DOCUMENTS DEPT.

OCT 29 1987

SAN FRANCISCO
 PUBLIC LIBRARY

Because there was no quorum present, Commissioner Swig stated she would hear the reports and make recommendations to the full Commission on November 2nd.

II. Authorization to Accept CAC Organization Grant of \$6,000 - Gallery

Director Isaacs reported that this item was a procedural motion to inform and notify the Commission that the grant had been approved in the amount of \$6,000. In reply to Commissioner Swig's query, the Director stated there would be a one-to-one match required and that she would report on that match later on in the meeting during the Public Art Fund Request report and that the total \$12,000 would be used primarily for salaries for additional staff, technical assistance, graphic design and honoraria. Discussion ensued on the CAC's review comments and rating of 3+. Louise Jordan assured Commissioner Swig that the Gallery was brainstorming for creative ideas and that Mr. David Hyry had been contracted for PR and audience development and had submitted a three-page list of suggestions to the Advisory Board.

III. Approval of Final Payment - Public Relations Consultant

Director Isaacs stated that the Controller's Office required a resolution by the Commission/Committee to issue final payment to Ida Brown Associates in the amount of \$2,000. A resolution will be prepared for presentation to the Commission on November 5.

IV. State/Local Partnership Program Request to Approach Granting Foundations for Arts Policy Plan

Ms. Forbes reported that there had been an additional request, that had been approved, to apply for \$16,500 to complete the budget for the Arts Policy Plan that the program had applied to the NEA for.

AYOR
 Anne Feinstein

COMMISSIONERS
 Jacqueline Nemerovski
 President
 Robert LaRocca
 Vice President
 Ron Alley
 Dorothy Duncan
 Stanley Eichelbaum
 Hanson
 William Paterson
 Anna-Marie B. Metwally
 George T. Rockrise
 Peter Rodriguez
 Roselyne C. Swig
 Felix M. Warburg

OFFICIO MEMBERS
 Presidents of the
 the Arts Museum,
 Library Commission,
 Planning Commission,
 Recreation and Park
 Commission

DIRECTOR
 Claire N. Isaacs



IV. State/Local Partnership Program Request (cont'd.)

Continuing, Ms. Forbes reported that the NEA had approved the application of \$30,000, which was \$10,000 less than had been budgeted for all the expenses. She said the Program would like to raise \$30,000 (instead of \$16,500) to assure that all aspects of the budget would be met. The funders, she continued, that would be approached are the S.F. Foundation, the Gerbode Foundation, and possibly the Grants for the Arts Fund (formerly the Hotel Tax Fund). She stated also that the Gerbode foundation is an appropriate funder of the revolving fund loan for artists live/work and are interested and had considerations regarding further requests for money. In reply to Director Isaacs query, Ms. Frobes reported that the program hoped to approach some of the "for-profit" arts organizations. Commissioner Swig recommended that the Montgomery Gallery - Peter Bedford be approached, and Rena Bransten, Marshall Nafy and the George Gund Foundation. In conclusion, Commissioner Swig also suggested labor unions be contacted. Director Isaacs suggested that \$35,000 be raised to allow for the 6.5 percent Friends of the Arts Fiscal fee. Ms. Bogardus suggested that the fiscal fee be paid at the time of the initial deposit with the Friends organization to save time and money each time there is a withdrawal/deposit.

V. Public Art Fund Distribution to Programs

Director Isaacs reported that as a result of the Joe Mixer Development Workshop last Spring, she had requested each program director to consider the 1987-88 program budget from the point of view of five levels: 1) basic survival; 2) program operation; 3) program enhancement; 4) emergencies; and 5) "window of opportunity." She stated that using these criteria, too, the following are her prudent recommendations from the Public Art Fund to each program:

	<u>FY1986-87</u>	<u>FY1987-88</u>
<u>Art in Public Places</u>	- \$ 1,182.50	\$10,000

Director Isaacs stated that the dramatic increase was due to the fact that there is no discretionary money left for the program and only a small amount of administrative funds remain. She stated that the demands of the program require more than just buying and commissioning art. Director Isaacs stated that the San Francisco Art in Public Places program is 18-years-old and is looked upon for advice, precedent by other large cities in the United States. She stated that last year's \$1.182 from the Public Art Fund was for the public art symposium. She stated also that the public art fund is constrained at the present time because no building is going on and the basic salaries, fringe benefits and operations are \$60,000 per year and no other money is provided for photographic documentation, printing, equipment, etc. She stated that the program wishes to print a catalogue of new acquisitions and public information. In reply to Commissioner Swig's query, the Director stated she had made clear to the program that this would be a one-time grant to the program and that the POBS could not be depended upon as a on-going source of funds for the public art program.

V. Public Art Fund (cont'd.)

She stated that she planned to set aside the \$20,000 for this multi-cultural Festival planned for 1989 and that the 1988 Festival will be produced in collaboration with the Department of Parks and Recreation.

<u>Art Gallery</u>	<u>FY86-87</u>	<u>FY87-88</u>
-	\$13,000	\$15,000

The Director reported that she recommended to provide the \$6,000 required match for the CAC Grant, \$3,500 for printing, insurance; \$500 for the slide registry promotion and \$5,000 for special exhibitions.

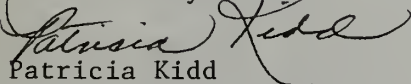
<u>State/Local Partnership Program</u>	<u>FY86-87</u>	<u>FY-87-88</u>
	\$6,000	\$21,500

The Director reported that the State/Local program's work was expanding dramatically and the CAC support was decreasing; therefore she was recommending \$21,500 of the Public Art Fund be assigned to the program for the CAC required match, salary and fringe benefits and general operating expenses, and a \$1,500 grant for the Art Hazard Workshop.

VI. ADJOURNMENT

There being no further business this meeting adjourned at 4:30 p.m.

Submitted by:


Patricia Kidd

Commission Secretary

Approved: _____
Date

V. Public Art Fund (cont'd.)

<u>Neighborhood Arts Program</u>	<u>FY86-87</u>	<u>FY87-88</u>
	\$53,187.50	\$21,000

Program Director Anne Marie Theilen reported that a thorough review had been done on the NAP programs City-wide and it was felt that the neighborhood arts programs and festivals had been successful in a way that the communities were becoming involved and taking responsibility for their own community and she stated that the NAP recommended funds to assist five neighborhood arts festivals and an arts app tice publication. Continuing she reported that also planned are guest speakers presenting ideas on aspects of community and neighborhood arts to the cultural centers and paid honoraria. Also planned, she continued is the NAP retrospective presentation and distribution and a multi-cultural publication on planning of festivals and various neighborhood arts resource projects. Director Isaacs stated that \$1,000 was recommended for conference fees and transportation. She said that the program staff had been paying their own fees..

Louise Jordan inquired if the NAP had received funds from American Express because she had recently seen in the publication American Banker that American Express supported the Arts Commission Neighborhood Arts Program. Ms. Theilen stated that three years ago they had made a \$15,000 grant. and that the last \$5,000 had been inadvertently filed and not found until one-year later and it was sent back to American Express and never returned with a current check. Commissioner Swig inquired if it would be appropriate to notify American Express and inform them that the Commission is aware of the fact that American Express is continuing to use the Arts Commission name. Ms. Jordan interjected that Jim Robinson, the head of American Express should be written. Commissioner Swig recommended that President Nemerovski write Mr. Robinson, informing him of the fact and to send a copy to her since she knows him.

<u>Collection Management</u>	<u>FY86-87</u>	<u>FY87-88</u>
	-0-	\$10,000

Director Isaacs stated that the responsibilities of the Registrar go beyond being a registrar, but rather being an active manager of art collection, spreading out into the area of art conservation. Continuing she reported that funds for printing, framing, installation, conservation and transportation had not been provided for when the Commission requested the position as a line-item in the budget and it was obvious funds were needed to carry-on the program.

<u>Arts Festival</u>	<u>FY86-87</u>	<u>FY87-88</u>
	\$30,750	\$20,000

Director Isaacs reported that she had applied for and received \$25,000 grant from the Grants for the Arts (Hotel Tax) for a festival based on the multi-cultural concept. She stated this festival will not be a festival of multi-cultural crafts but rather a serious consideration of what the meaning of multi-cultural arts is. She stated that she had been talking to the State/Local coordinator about the possibility of that program's multi-cultural committee putting together a symposium/symposia for an indepth discussion by professionals such as anthropologists and sociologists, university level professionals to define what is meant by moving towards a multi-cultural society.



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SF Arts Comm
FINANCE COMMITTEE MEETING
26 February 1988

776 units

The Finance Committee of the San Francisco Arts Commission met on 26 February 1988 in the offices of Committee Chair, Commissioner Roselyne Swig at 45 Belden Street, San Francisco, California. Commissioner Swig brought the meeting to order at 11:07 a.m..

15 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

I. ROLL CALL

Commissioner Roselyne Swig
Commissioner William Paterson

Others Present:

DOCUMENTS DEPT.

MAR 4 1988

SAN FRANCISCO
PUBLIC LIBRARY

MAYOR
Art Agnos

Claire N. Isaacs, Director
Dennis Rumsey, Asst. Director
Anne Marie Theilen, NAP Director
Leah Forbes, Program Director, State/Local Program
Anne Meissner, Gallery Director

COMMISSIONERS
Jacqueline Nemerovski
President

Robert LaRocca
Vice President
Vernon Alley
Timothy Duncan
Stanley Eichelbaum
Jo Hanson
William Paterson
Anna-Marie B. Metwally
George T. Rockrise
Peter Rodriguez
Roselyne C. Swig
Alex M. Warburg

EX OFFICIO MEMBERS
Presidents of the
Fine Arts Museum,
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

II. Commissioner Swig reported on the ACA Conference she attended in Washington, D.C.: Mr. John McLoughlin, head of the ACA education program, said he wanted the next regional meeting to take place in San Francisco. April 13 is advocacy day and the ACA is concerned about the lack of response from national arts agencies to attend and that the invitations often do not extend to the regional arts agencies. Commissioner Swig also stated that she would personally underwrite the expenses for two representatives from San Francisco to attend. Events at the conference will include a Nancy Hanks lecture at an evening event at which Arthur Schlesinger will speak. After morning meetings, the afternoons will be left free during the conference for arts agencies representatives to meet with legislators. Director Isaacs mentioned that there are several persons to represent San Francisco, including Kary Schulman, Administrator of the Grants for the Arts which represents so many community interests and who has net-working and political expertise. Names will be submitted to Comm. Swig, who will follow through.

III. Director's Report

Director Isaacs reported on a meeting with Mayor Agnos and the City department heads in which he reported the city will have a deficit of \$172 million, a 20% shortfall and asked every department to present a zero-based budget and share the budget cuts, including personnel layoffs. The Director said she would work on a plan to present to the full Commission on March 7. The Commission had been successful in the past several years in excluding the POPS, Street Artists Program and Art in Public Place from budget cuts; \$100,000 from the Art Commission represents a 20% cut. Director Isaacs will ask the Mayor to support the Commission in increasing revenue by, for example, increasing the Art Commission's share of the POPS split with the Symphony and a charter amendment to allow the Commission to charge for Civic Design submittals.

IV. REPORTS

Request to Transfer \$2,500 from Public Art Fund

On behalf of the State/Local Partnership Program, Director Isaacs stated



Finance Committee Meeting

26 February 1988

that \$2,500 was needed for close-out of the books for the Economic Impact and Facilities Study costs for printing and collating. She requested the money be transferred from the Public Art Fund to the General Fund Account for the State/Local Partnership Program. Commissioner Paterson moved approval of the request; it was seconded and unanimously approved.

Cultural Centers

NAP Program Director Anne-Marie Theilen then distributed copies of letters to NAP Committee Chair William Paterson requesting the 1986 loan of \$5,000 to each Center be redefined as a grant due to budget setbacks, renovations costs and crisis situations for the Western Addition, the South of Market and the Bayview Cultural Centers. Discussion ensued. Commissioner Swig recommended future loans to the Centers be subject to a payback plan, upon request, and this would not be a precedent-setting motion for future loans/grants. Commissioner Paterson moved the approval of the request.

Discussion ensued on setting guidelines for the Cultural Centers budgeting of funds and expenditures reporting at the end of the year. Director Isaacs suggested the NAP director draw up a set of guidelines for presentation to the Committee. Commissioner Swig suggested perhaps future grants to the Centers be "earmarked" to ensure basic needs of the Centers are met. Commissioner Paterson recommended a Commission Roundtable Meeting be held to define the relationship between the Cultural Centers and the Commission as the Centers need sources of money other than the Hotel Tax Fund to operate and often approach the Commission for help.

WACC

NAP Director Anne Marie Theilen reported the Western Addition Cultural Center received \$450 last year for advertisement of their Gallery and recommended the \$450 be allocated for the 1988 renewal as it had been very helpful. Commissioner Swig moved the approval for 1988 only and recommended WACC seek out the publications which run free public announcements. Director Isaacs said the allocation was made in 1987 as there was a new director and board and the ad helped the Gallery but said a policy should be set for advertising allocations.

Friends of the Arts Request

Assitant Director Dennis Rumsey reported regarding the Friends of the Art's assignment as fiscal agent for the Art Commision's various projects/agencies: it was the request of the director, Jeanne Bogardus, that a policy be set by the Commission and approved by resolution that any request to the Friends for business transaction of disbursing funds be sent to them with written authorization by the director of the Art Commission. Commissioner Paterson moved the approval of the request.

Gallery

Gallery Director Anne Meissner asked for approval for the Gallery Board's solicitation of the various foundations for fundraising for ongoing Gallery operations, specifically the Jewett Foundation, Wells Fargo Foundation, the S.F. Foundation, the Zellerbach Family Fund, etc. In the past, requests for \$5,000 had been submitted and that Security Pacific Bank had granted \$12,000. Commissioner Swig recommended the small-business community be explored for donations and was

Finance Committee Meeting
26 February 1988

informed that the small businesses had been approached for the current exhibit and had proven most apt to donate in-kind services. Commissioner Swig said the Gallery was in best position to approach these businesses as the large corporate funders are solicited by the Commission and other San Francisco organizations.

The need for an Art Commission development officer was discussed and Commissioner Swig suggested the director contact the Business Volunteers of the Chamber of Commerce to ask if a member would be interested in joining the Board to act as development officer for the Gallery or perhaps the CORO Foundation could have one of their CORO Fellows work on a development plan for the Gallery.

State/Local Partnership Program

Program Director Leah Forbes requested approval for a grant request to the California Arts Council for \$85,000 for program operations, Arthouse manager's salary, Revolving Loan Fund administrator's salary, the Multi-Cultural Arts Survey and the Gallery. She had not been told how the award would be granted, e.g. as a panel recommendation for specific amounts for each Level II special project or as a general cut and the allocation left to the Commission's committee. The Commission should be notified of the decision by May of 1988. Gallery Director Meissner said there were two components to the Gallery's share of the grant request -- and the grant request had to be competitive with other's: one component is for the Exploration City Site project and the other is the artistic and administrative development fund. Director Isaacs said Level I of the grant would require a minimum match of \$8,000, Level II a dollar-for-dollar match of \$55,000 and the Multi-Cultural Arts Pilot grant would not require a match. Leah Forbes stated the \$25,000 Revolving Loan Fund grant would be a match for existing funds. Commissioner Paterson moved the approval of the application.

1988-89 Arts Commission General Fund Budget

Assistant Director Dennis Rumsey reported on the 1988-89 operating budget for the Arts Commission that will comply with the Mayor's budget instructions. Commission approval for the \$510,950 request (a 4.6% increase over the 87-88 budget) will be sought at the March 7 Commission meeting. Director Isaacs said this budget does not include the POPS, the Street Artists or Public Art programs as they are self-supporting. Commissioner Paterson moved approval of the operating budget as presented.

POPS Concerts 1988

Director Isaacs reported that a proposal for the Civic Auditorium decor for the 1988 POPS season had been submitted by John Liikala, who had been contracted the past three years and whose work had been satisfactory to the Commission. She requested permission to contract with Mr. Liikala again for a fee of \$13,000 and described in detail his proposal for the decor. Commissioner Paterson submitted the motion to authorize the Director to enter into contract with John Liikala.

V. OLD BUSINESS

Commissioner Swig expressed concern over the Friends of the Arts Organization's role as fundraisers for the Arts Commission and the fiscal fees charged to the Commission for its services. She requested a meeting be convened with that organization to discuss their goals and objectives for 1988-89. In light of the budget cuts to be imposed on the Commission, perhaps a reduction in the Friend's fee should be requested. Director Isaacs and Mr. Rumsey had met recently with Jeanne Bogardus and had discussed the Friends' intent: Ms. Bogardus agreed to consider two or three suggestions presented. Meg Madden, who is on the Board of the Friends, had been requested to develop a proposal to raise money for the required \$30,000 match for the Cultural Plan. Director Isaacs agreed a meeting should be set. Commissioner Swig concluded with her concern that the Friends had never put forth the effort to broaden their own funding base and membership.

VI. NEW BUSINESS

Director Isaacs reported that Mr. Don Blum, of Don L. Blum Public Relations, on behalf of Glendale Federal Savings, will contribute \$10,000 to match the funds to restore the Native Sons of the Golden West monument at Market and Montgomery Streets. This grant was made in honor of the grand opening of their new offices and other businesses would be asked to adopt, for restoration and maintenance funds, monuments in the adjacent buildings.

NEA Locals Program

Director Isaacs reported she will be applying to the NEA for a \$30,000 Local Arts Agency grant for the Multi-Cultural Festival proposed for 1990 or for award development for the Cultural Centers -- something that would assist with projects already planned. Hopefully the grant proposal will be ready for Commission approval next month.

1988 Arts Festival Grants

Director Isaacs informed the committee she will be approaching Pacific Telesis and Bank of America for grants for the 1988 Arts Festival to be co-produced with the Recreation and Park Department; the festival will have a theme of flowers and art. She will propose at the next Commission meeting that a liaison be contracted to work with the Arts Commission and the other State and City agencies on this project. There is \$11,500 in the budget and she will request it be used for the liaison.

Multi-Cultural Festival

Director Isaacs reported that at the S.F. Foundation meeting recently it was announced that Columbia University is planning a nationwide study on individual artists. John Kriedler is enthusiastic about the Commission's proposed multi-cultural festival but the Foundation is not undertaking new projects as a result of the stock market crash. He liked the project, however, and requested a copy of the proposal be sent to the Foundation.

Finance Committee Meeting

26 February 1988

Other

The Commission Secretary, Patricia Kidd, will be leaving her position at the Arts Commission to take a promotion at City Hall. A temporary agency will be used to provide a temporary secretary until another Civil Service employee can be hired.

Assistant Director Rumsey requested that due to an inadvertant omission last November a request for a \$15,000 transfer from the Public Art Fund to the NAP fund for special projects was not recorded. He asked approval for the transfer and Commissioner Paterson submitted the motion.

VII. ADJOURNMENT

There being no further business, this meeting adjourned at 1:00 p.m..

VIII. ORDERED

Approval to Transfer \$2,500 from the Public Art Fund to the State/Local Partnership Program Account for Economic Impact and the Facilities Study publishing costs.

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Authorization/Approval for 1986 Cultural Centers' loans to be converted to grants (\$15,000 at \$5,000 per Center) with the stipulation that future loan agreements with the Cultural Centers include a payback plan and timeline.

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Recommendation that Cultural Center Directors/Boards submit 1988 guidelines for Arts Commission allocations:

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Authorization to issue \$450 from the Friends of the Arts for Western Addition Cultural Center Gallery advertisement for 1988 (only) annual fee. (Administration Account)

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Recommendation that future referrals to the Friends of the S.F. Arts Commission for fiscal business/services be accompanied with written authorization of the director of the Arts Commission prior to the request.

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Finance Committee Meeting

26 February 1988

Authorization for the State/Local Partnership Program to apply to the California Arts Council for \$85,000 grant for: \$15,000 for program operations; \$15,000 for Arthouse manager's salary; \$25,000 for Revolving Loan Fund administrator's salary; \$15,000 for Arts Commission Gallery; \$15,000 for Multi-Cultural Arts Pilot.

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Authorization for the Director of Cultural Affairs to transfer \$15,000 from the Public Art Fund to the Neighborhood Arts Program for special projects.

Motion submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Approval of 1988-89 Arts Commission Operating Budget per Mayor's budget instruction

Motion submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Authorization for the Director of Cultural Affairs to enter into contract with John Liikala, for a fee of \$13,000, to provide balloons and Civic Auditorium decorations for the 1988 POPS Concert Series.

Motion Submitted: William Paterson
Seconded: Roselyne Swig
Consensus: Unanimous

Minutes submitted by:

Patricia Kidd
Commission Secretary



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APR 3 1989

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M I N U T E S

27 March 1989

FINANCE COMMITTEE MEETING

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

The Finance Committee of the San Francisco Arts Commission met on 27 March 1989 in Room 214 at 45 Hyde Street, on the second floor. Committee Chair Barbara Sklar convened the meeting at 9:08 a.m.

Present

Barbara Sklar
Nancy Boas
Kim Fowler

Excused

Dodie Rosekrans

MAYOR
Art Agnos

COMMISSIONERS

Robert F. LaRocca
President
Vernon Alley
Nancy Boas
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Krilken
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans
Barbara Sklar

Staff:

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director, San Francisco Arts Commission
Jeanne Bogardus, Director, Friends of the San Francisco Arts Commission
Leah Forbes, Program Coordinator, State/Local Partnership
Lemora Martin, Acting Commission Secretary

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

I. GRANT APPLICATION/LOCAL PROGRAM OF THE NEA

Director Isaacs introduced an application to the Local Program of the National Endowment for the Arts to continue development, by the State/Local Partnership Program, of the current Arts Policy Plan. Grants from the the California Arts Council have funded this project so far, as well as a grant from the NEA Design Arts Program. State/Local is now in the middle of development the Arts Policy Plan and it will hopefully be ready by fall.

The Arts Commission has decided to apply to a new Program of the NEA, the Local Program, because as a local arts agency it qualifies to receive funding under this new development category: This is an administrative grant to enable an arts agency to get to the point of eventual eligibility for a much larger grant. Also, this money is specifically targeted at planning projects, of which the Arts Policy Plan is a perfect example. This grant would be a way to continue funding work on the Arts Policy Plan. Also, Leah Forbes explained that the NEA often allows an agency to use staff time as a cash match, e.g. salaries, alleviating the need to look for matching funds. A controversial recommendation that has emerged during the formulation process of this Plan, is that the Arts Commission become a lead agency for all of the arts programming in the City. Out of this would emerge a committee to look at how each agency deals with its arts programming, and to form recommendations about restructuring the Arts Commission. The backing of the Mayor's Office would be essential, but the possibility is ambitious and exciting.



PHYSICS DEPARTMENT

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27 March 1989

I. GRANT APPLICATION/LOCAL PROGRAM OF THE NEA (Continued)

Discussion ensued as to the ongoing process of finalizing the Arts Policy Plan. The essential needs are: more time, money, flexibility, and a higher level of involvement and planning on the part of the Arts Commissioners.

The following Resolution was proposed for presentation before the full Commission on 3 April 1989:

- 1) Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend a Planning and Administrative Grant for \$30,000.00 from the Local Program of the National Endowment For The Arts, to be used to carry out the work begun under the current Arts Policy Plan. ADOPTED

END OF DISCUSSION

II. GRANT APPLICATION/MODEL DEMONSTRATION GRANTS/LOCAL PROGRAM OF THE NEA

Chair Sklar requested clarification of this grant.

Director Isaacs responded that the NEA has started a new grant program dealing with the disabled, set up in conjunction with and administered through the Local Program. Leah Forbes explained the local agencies encompassed in this grant application: Creativity Explored, directed by artist Ray Patlan, teaches art to about 50 adults per day in a facility on 16th Street. Pleasure Endeavors, directed by Jim Peppard, serves elderly adults at Laguna Honda Hospital with creative activities. It has been in existence for 10 years. Theatre Unlimited, based at the Recreation Center For The Handicapped, works with developmentally disabled adults. The main thrust of this grant is not to develop new arts activities, but to make existing, flourishing programs more accessible. Creativity Explored and Theatre Unlimited will develop a program, with these grant funds, to train artists to work with the disabled. Ray Patlan thinks that staff time from both Creativity Explored and Theatre Unlimited could qualify as matching funds, and that the artists in training could receive a stipend. This grant can be matched, as well, with other State monies, e.g. California Arts Council funds.

The following Resolution was proposed for presentation before the full Commission on 3 April 1989:

- 2) Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend a grant for up to \$20,000.00 from the Model Demonstration Grants/Local Programs to be used as a collaborative project with one or more of the following agencies: Creativity Explored, Pleasure Endeavors, and Theatre Unlimited. ADOPTED

27 March 1989

III. REVIEW AND APPROVAL OF PROSPECTIVE RESOURCES/FUNDING OF
THE ARTS POLICY PLAN

Director Issacs reported that the Arts Commission received \$30,000.00 in grant money from the NEA Design Arts. The total budget for completing the Plan is about \$70,000.00. Thus, a match of \$30,000.00 is needed plus another \$10,000.00. Both the San Francisco Foundation and the Gerbode Foundation turned down applications, and the need for funds is urgent. \$20,000.00 is currently needed to meet present obligations.

Discussion ensued as to prospective funding sources. Postponement of work on the Plan is also probable. Leah Forbes reported that AT & T has offered to print the final document, ostensibly in June, but it now appears it will not be ready.

Methods of approach to prospective funding sources were discussed. Jeanne Bogardus noted that this should be a tandem effort between the State/Local Partnership and the Friends of the Arts Commission.

The following Resolution was proposed for presentation before the full Commission on 3 April 1989:

- 3) Motion to authorize the State/Local Partnership to approach prospective resources for funding of the Arts Policy Plan: ADOPTED
Chevron, Toyota, Motor Sales, Cowell Foundation, Irwin Charity Foundation, Zellerbach Family Fund Foundation, San Francisco Foundation (resubmission).

IV. 1989-1990 ARTS COMMISSION BUDGET: PHASE I - PROPOSED BUDGET 'CUTS'

Assistant Director Dennis Rumsey reported that the Arts Commission has been requested by the Mayor's Office to prepare proposed budget 'cuts' of 5%. Staff cuts will not be made. There are 12 line items in the budget. Mr. Rumsey reported on various items that cannot be slashed, e.g. light, heat and power for the Cultural Centers. Most of the funds cut are coming out of furthering Visual Arts, e.g. the Arts Festival. Discussion ensued as to these proposed 'cuts'.

The following Resolution was proposed for presentation before the full Commission on 3 April 1989:

- 4) Motion to approve the Phase I/Proposed budget 'cuts', as amended, for the 1989-1990 Arts Commission budget to be submitted to the Mayor's Office, as requested. ADOPTED

V. UNFINISHED BUSINESS

Commissioner Fowler inquired when will the Arts Commission get the full 1989-1990 budget. Assistant Director Rumsey responded that this will be forthcoming when explicit instructions have been given by the Mayor's office in terms of 'cuts'. This process should take another month to a month and a half. It is possible that there will be no 'cuts' made. At this point, Mr. Rumsey will immediately ask

THE HISTORY OF THE UNITED STATES

The history of the United States is a story of growth and change. From the first settlers to the present day, the nation has evolved through various stages of development. The early years were marked by exploration and settlement, followed by a period of rapid expansion and industrialization. The American Revolution and the Civil War were pivotal moments in the nation's history, shaping its identity and values.

The United States has a rich and diverse cultural heritage. The contributions of immigrants from various parts of the world have shaped the nation's identity. The American dream, the pursuit of happiness, and the principles of liberty and justice are central to the nation's history and values.

The history of the United States is a story of progress and innovation. From the first settlers to the present day, the nation has been at the forefront of technological and social change. The American Revolution, the Civil War, and the New Deal were all periods of significant progress and innovation.

The United States has a long and proud history of freedom and democracy. The principles of liberty and justice are the foundation of the nation's identity. The American Revolution and the Civil War were pivotal moments in the nation's history, shaping its identity and values.

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The history of the United States is a story of progress and innovation. From the first settlers to the present day, the nation has been at the forefront of technological and social change. The American Revolution, the Civil War, and the New Deal were all periods of significant progress and innovation.

V. UNFINISHED BUSINESS (Continued)

the Program Directors to begin finalizing their projected 1989-90 budgets. The entire process should take 60 days at the most. At this point, the Finance Committee will review the budget and submit it to the full Commission meeting.

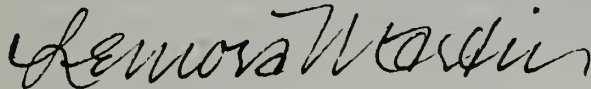
VI. NEW BUSINESS

Chair Sklar reported that she will be out of town on the date of the next Finance Committee Meeting, April 24, and requested that Kim Fowler Chair that meeting in her absence.

VII. ADJOURNMENT

There being no further business, this Finance Committee meeting of 27 March 1989 was adjourned at 10:25 a.m.

Submitted by



Lemora Martin
Acting Commission Secretary



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SF Arts Comm.

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MINUTES
24 April 1989

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FINANCE COMMITTEE MEETING

The Finance Committee of the San Francisco Arts Commission met on 24 April 1989 in the Director's Office, Room 319, third floor, 45 Hyde Street, because room 214 became unavailable. Commissioner Fowler called the meeting to order at 9:10 a.m.

Commissioners Present

Kim Fowler (Chair in Barbara Sklar's absence)
Nancy Boas

Commissioners Excused

Barbara Sklar
Dodie Rosekrans

Staff:

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director, San Francisco Arts Commission
Anne Meissner, Gallery Director
Leah Forbes, State/Local Partnership Program Coordinator
Anne Smith, Arts Festival Consultant
Anne-Marie Theilen, Director, Neighborhood Arts Program

Others Present:

Louise Jordan, Art Gallery Advisory Board

I. GALLERY/GRANT APPLICATION/INTER-ARTS PROGRAM OF THE NEA

Anne Meissner submitted for review and approval a grant application to the National Endowment for the Arts (NEA) Inter-Arts Program, due May 16. Claire Isaacs clarified the different roles of review by the Program Committees -- in this instance the Visual Arts Committee -- to approve the program to be funded, and that of the Finance Committee, to review the financial obligations to the Commission, of such new or renewed programs. Ms. Meissner wishes to request \$16,000 from the NEA to support two temporary site specific exhibitions in the outdoor gallery on Grove St., at \$8,000.00 per project. Director Isaacs requested clarification of the matching requirements. (There must be a cash match). Security Pacific has stated it will grant \$15,000 for this project starting in summer, and one-third, e.g. \$5,000.00, will be available in the next funding cycle to partially match the NEA grant, if received next spring. Also, the California Arts Council grant will provide \$5,000.00 in match. There is in-kind matching as well, including salaries and materials. The emphasis is on interdisciplinary and collaborative projects, which applies very well to the outdoor installations.

After further discussion about aspects of the budget, it was decided that Ms. Meissner and Director Isaacs should confer to "fine tune" the budget, but that basically the grant was in order.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

MAYOR
Art Agnos

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Nancy Boas
Vice President
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Mallia Mesa-Balms, Ph.D.
Al Y. Okamoto
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Barbara Sklar

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San Francisco Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR

Claire N. Isaacs



24 April 1989

I. GALLERY/GRANT APPLICATION (Continued)

The following Resolution was proposed for presentation before the full Commission on 1 May 1989:

- 1) Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend, through the Friends of the San Francisco Arts Commission, a grant of \$16,000.00, from the Inter-Arts Program of the National Endowment For The Arts, to support expansion of the outdoor temporary site specific exhibits of the Arts Commission Gallery. ADOPTED

Discussion ensued concerning further funding of the Gallery. Ms. Meissner noted that should the City's annual budget actually decrease by 5% to the Commission in FY 1989-90, the resulting proposed cut in the Gallery's budget from \$13,700.00 to \$9,000.00 would be extremely serious. Nearly all funds are encumbered for anticipated expenses such as telephones and the alarm system. There would be little left for expenses such as postage for mailing out gallery exhibition announcements. Director Isaacs reported that the Mayor had not yet submitted his budget, and that perhaps it would not contain a cut at all, or at least not 5%, which would be serious to the Gallery, Neighborhood Arts Program (NAP), and the administration, affecting all programs and operations. The Commission would have to find other means of funding, e.g. draw from the Public Art Fund, which in turn would reduce the amount available for programs for matching grants and other needs, other than basic subsistence. Alternatives are to raise more funds.

Commissioner Boas asked Ms. Meissner if she could develop a contingency plan in the event of such a cut. Ms. Meissner stated she could manage the July exhibition. She is concerned about unusual expenses such as were incurred when a thief broke through the skylight and stole fur from an art object, which had to be reimbursed, and the skylight repaired. Commissioner Boas suggested approaching various department stores to help fund the July show, Tableaux Vivants. Commissioner Fowler mentioned that the Junior League has a \$5,000.00 emergency fund with a four to six week turnaround, and Louise Jordan noted she has a contact there. It was noted that sometimes several tries must be made before such funds are dispersed.

Anne Meissner stated that essentially the Gallery has two directions:

1. exhibitions and people to work on them
2. education for emerging professionals, such as graphics designers.

Commissioner Boas suggested looking into the Leff Foundation for grants. Leah Forbes mentioned that State/Local has an application to Leff for the Revolving Loan Fund, but that Leff is waiting until other monies come in first. It was noted that Jill Manton has also pursued Leff for the Market Street beautification. Discussion ensued regarding the coordinating of various programs going to the same sources. Director Isaacs reviewed the procedures to avoid conflicts between programs, essentially clearing through the Director and then through this Committee. The concept is to give each program a clear shot at certain sources for a period of time.

The first part of the paper discusses the importance of the study and the objectives of the research. It also outlines the methodology used in the study and the results obtained. The second part of the paper discusses the implications of the study and the conclusions drawn from the research. The third part of the paper discusses the limitations of the study and the areas for future research.

The study was conducted in a laboratory setting and the results were compared with those obtained in previous studies. The study found that the results were consistent with those obtained in previous studies. The study also found that the results were consistent with those obtained in previous studies. The study also found that the results were consistent with those obtained in previous studies. The study also found that the results were consistent with those obtained in previous studies.

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24 April 1989

I. GALLERY/GRANT APPLICATION (Continued)

She suggested the Commission should look into which foundations are best for which programs. It would be possible to discuss this entire matter with Leff to see which program is most interesting or whether it would fund more than one. The deadline is November and Anne Meissner said she would get further information on Leff Foundation.

II. STATE/LOCAL PARTNERSHIP/REVOLVING LOAN FUND/CLEARANCE OF FUNDING SOURCES

Leah Forbes submitted a list of names of some as yet untapped or unapproached sources for this Fund. Director Isaacs reviewed the background on possible funding from the Non-Profit Performing Arts Loan Fund of unloaned or returned funds, now administered by the Housing Office. Mrs. Forbes and Earthlyn Manuel, Coordinator of the Revolving Loan Fund, had presented a case for transfer or availability of such funds to the Advisory Committee of the NPPALF.

The Commissioners suggested looking to Wells Fargo Realty and the Cowell Foundation as possible sources to report to next month's meeting.

Discussion followed regarding sources submitted for approval. Among comments made were the fact that Bechtel does not allow solicitations; also, that Fireman's Fund is part of Transamerica, but a separate foundation exists for each company. Commissioner Boas noted that Transamerica Foundation might be approached to fund conservation projects, as their interest is art of the past.

The following Resolution was proposed for presentation before the full Commission on 1 May 1989:

- 2) Motion to authorize the State/Local Partnership Program ADOPTED
Coordinator to submit letters of inquiry and applications
to the following for the Artists Live/Work Revolving Loan
Fund:

Hills Brothers
Hewlett-Packard
Xerox Foundation
Fireman's Fund
First Interstate Bank
Bechtel Power Corporation Foundation
McKesson Foundation

Commissioner Boas noted that in view of the great difficulties in getting funding for such programs as the Gallery, perhaps funding artists' live/work might not be as important. Director Isaacs noted that this stems from State/Local's many years developing priorities from the community, of which artists' housing was very high. The Commission might need to reexamine priorities.

THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE
OF GREAT BRITAIN AND IRELAND
VOLUME 100, PART 1, 2000
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24 April 1989

III. ARTS FESTIVAL

Consultant Anne Smith reported that State of California funding for the second combined Arts Festival with the County Flower show for August was taking place. She had two requests:

- 1) approval to approach corporations which collect art to purchase art from the exhibitons either:
 - a) for display in their own buildings, or
 - b) to sponsor purchase of art for the City's collection for display in City offices, with corporate name affixed to the art identification.
- 2) approval to request \$3,000.00 from Pacific Telesis to fund a children's drop-in arts workshop during the three-day Festival.

In response to her question whether the Commission would realize a percentage of the sale if it acts as broker for the artist, Anne Meissner stated that the Gallery took 20% from its sales, to which the artists did not object.

Anne Smith explained that there were some corporations to which the Commission is applying, through foundations, for funds for other programs, but that there would be no conflict, as these purchases would come from the curators of the collections, not from the foundations.

Anne-Marie Theilen questioned whether the Pacific Telesis grant was in conflict with a grant also being requested for the Youth Arts Festival in May. Director Isaacs stated that the San Francisco Arts Festival had received funding from Pacific Telesis for a number of years; that it had received a workshop grant in 1988, for which this would be a renewal; and that she was unaware of the grant application to Pacific Telesis for the Youth Arts Festival, which is not a Commission Program. Mrs. Theilen stated that it is sponsored by the Commission, and Director Isaacs replied that the Commission is one of the sponsors but is not responsible for the funding, but instead lends Mrs. Theilen's expertise and technical assistance and access to resources. Mrs. Theilen stated her belief that the Commission should not apply at the same time. Director Issacs responded that applicatons in competition occur often, e.g. El Paso Natural Gas as a source for the Commission, for POPS and in the past, also, as a source for the Youth Arts Festival through the Education Fund. It was then stated that the Youth Arts Festival had been rejected for its application to Pacific Telesis. The request for approval to approach Pacific Telesis on behalf of the Arts Commission for the August event was only taking place now and no approach had been made to date.* These were two separate events and applications and

*A check with former Commission President and Education Fund Director Jacqueline Nemerovski, by phone, revealed that Pacific Telesis had declined the grant but turned it over to PacTel, another funding entity in the corporation, which had approved the grant to the Youth Arts Festival.

The first part of the report deals with the general situation of the country. It is a very interesting and detailed account of the various aspects of the country's life. The second part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The third part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The fourth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The fifth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The sixth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The seventh part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The eighth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The ninth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life. The tenth part of the report deals with the specific details of the country's life. It is a very interesting and detailed account of the various aspects of the country's life.

III. ARTS FESTIVAL (Continued)

should not be confused.

End of discussion.

The following Resolutions were recommended for presentation before the full Commission on 1 May 1989:

- 3) Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend a grant for up to \$3,000.00 from Pacific Telesis for a children's workshop at the August, 1989 Arts Festival/Flower Show. ADOPTED
- 4) Motion to authorize the Director of Cultural Affairs to contact corporate purchase and exhibition programs for direct purchases of art exhibited at the 1989 Arts Festival/Flower Show, and to solicit sponsorship for purchase award monies for the acquisition of exhibited artworks for the City collection. ADOPTED

IV. PRELIMINARY REPORT/SURVEY OF ARTS FUNDING SOURCES

Director Isaacs summarized the various approaches to coordinated funding which had been the policy of the former Commission, e.g. building up the Friends, working with the now defunct Neighborhood Arts Consortium, attempts to have block funding for the entire Commission, and to find funding for a development officer. As these all proved not to work, the Finance Committee devised the system of having each program seek out sources of funding, and then review these sources first with the Director, and then with the Finance Committee. The Committee serves as a "clearing house" before funds are officially sought, to prevent overlap between programs in the same time period. Thus, the staff and Director, along with the Finance Committee, have actually worked hard together as a kind of development team. (Anne-Marie Theilen stated that NAP has not put in applications for grants for a long time because it was waiting for a real plan to be developed for fundraising).

However, recently, the growing number of needs, the winding down of the former Commission's energy in fundraising as its work came to a close, and the difficulty in fundraising now as monies are diverted to programs other than the arts, have caused us to spread out further than ever. Director Isaacs felt she could not maintain development of this kind and operate the agency alone, and thus obtained the services of Karen Ransom, to prepare a pre-plan for funding. Assistant Director Rumsey explained that Ms. Ransom, a former dancer, now doing development for the Oakland Festival of The Lake, and former member of development staff at the San Francisco Ballet, had been charged to discuss needs with the staff members and collect information.

IV. PRELIMINARY REPORT (Continued)

Director Isaacs explained that Ms. Ransom had prepared a comprehensive list of potential funders, including ones known to the Commission, and many new sources. The list includes very useful information, such as funding cycles and deadlines, contact-persons, addresses, etcetera. However, two areas seemed incomplete: the reason to match certain funders with certain programs was not clear in many cases; and the information was incomplete, and Ms. Ransom had not interviewed the Director. Thus, funding for the Arts Festival, the Labaudt Collection donation, and some other sources and programs were absent. She will revise the materials to include this information and present it at the next Finance Committee Meeting.

The Commissioners requested that this be sent out in advance. Discussion ensued whether Ms. Ransom should attend the meeting herself, but it was felt this was not appropriate at this time.

Louise Jordan asked why the Friends report on funding sources was not used. Director Isaacs stated she was not aware of this list. She expressed concern in relying on the Friends, whose primary role had been that of fiscal agent, to raise funds for programs which need money now for salaries, materials, etcetera. She stated that the Friends had agreed a year ago to raise funds to sponsor restoration of statues in the City, a program which would give them high visibility and not be time dependent, e.g. under pressure for salaries, etcetera. She had offered the contact with the President of Glendale Federal, which had donated \$10,000.00 for the Admission Day statue last July, but there had apparently been no follow up.

It was agreed to obtain the list from the Friends and compare this information. The Commissioners expressed interest in having a closer relationship, and the Director stated she had deadlines to meet and would like the Friends to raise funds but cannot count on it as long as there are such desperate needs for the Programs right now.

The Director stated that in her view, the Commission needs to take a good look at all Programs, perhaps hold a retreat, and examine what is valid for today. She said that the Commission is 57 years old. For the first thirty-five years, it was primarily reactive, reviewing Civic Design and observing its regulatory responsibilities, and presenting the annual POPS and annual Arts Festival. Then, about 20 years ago, it changed and became deeply involved with the community, adding Neighborhood Arts, Street Artists Licensing, the Gallery, Art In Public Places, and arts policy planning and advocacy.

In a recent article in the New York Times, Leonard Garment, who wrote the original regulations for the National Endowment For The Arts, stated that a major change was coming, that the window of opportunity through which the government began to fund the arts 25 years ago was being challenged due to many societal pressures. The arts must find a way to stay away from the "fringe" and become essential. He had suggested linking with education, because neglect of the education of the emotions, aesthetics, and creativity could be corrected with the arts.

The first part of the paper is devoted to a general discussion of the problem of the origin of life. It is shown that the problem is one of the most important and interesting in the history of science. The author discusses the various theories of the origin of life, and shows that the most probable is the theory of spontaneous generation. The author also discusses the question of the origin of the first living organisms, and shows that the most probable is the theory of the origin of life from non-living matter.

The second part of the paper is devoted to a discussion of the question of the origin of the first living organisms. The author discusses the various theories of the origin of life, and shows that the most probable is the theory of spontaneous generation. The author also discusses the question of the origin of the first living organisms, and shows that the most probable is the theory of the origin of life from non-living matter.

The third part of the paper is devoted to a discussion of the question of the origin of the first living organisms. The author discusses the various theories of the origin of life, and shows that the most probable is the theory of spontaneous generation. The author also discusses the question of the origin of the first living organisms, and shows that the most probable is the theory of the origin of life from non-living matter.

The fourth part of the paper is devoted to a discussion of the question of the origin of the first living organisms. The author discusses the various theories of the origin of life, and shows that the most probable is the theory of spontaneous generation. The author also discusses the question of the origin of the first living organisms, and shows that the most probable is the theory of the origin of life from non-living matter.

The fifth part of the paper is devoted to a discussion of the question of the origin of the first living organisms. The author discusses the various theories of the origin of life, and shows that the most probable is the theory of spontaneous generation. The author also discusses the question of the origin of the first living organisms, and shows that the most probable is the theory of the origin of life from non-living matter.

IV. PRELIMINARY REPORT (Continued)

Director Isaacs, agreeing with this assessment, stated that with a new Commission, it made sense to look at the Commission's role in a fresh light -- a new generation -- to determine just what it should be in the City. Everything could be rethought, what the role of the annual Arts Festival is at this time, or the POPS.

There was a general sense that these considerations would, in fact, assist in planning for funding. In the meantime, we had to do short range funding because we had been unsuccessful this year in several ways and still had year-end funding problems to face.

In October, the final accounting for POPS is usually completed, and the Commission should know what the Public Arts Fund revenues will make available. All Programs will have the opportunity to request some funds from PAF to know in advance what they can count on for the year.

In the meantime, any funding successes will help overall, so that PAF can be used to close gaps where needed.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 10:55 a.m.

Submitted by:



Claire N. Isaacs
Director of Cultural Affairs

The first part of the paper is devoted to a general discussion of the problem of the origin of life. It is shown that the problem is not only a scientific one, but also a philosophical one. The scientific aspect of the problem is concerned with the question of how life arose from non-life. The philosophical aspect is concerned with the question of whether life is a necessary part of the universe or whether it is a mere accident.

The second part of the paper is devoted to a discussion of the various theories of the origin of life. It is shown that there are three main theories: the theory of spontaneous generation, the theory of biogenesis, and the theory of abiogenesis. Each of these theories is discussed in detail, and the evidence for and against each is presented.

The third part of the paper is devoted to a discussion of the evidence for the origin of life. It is shown that there is a great deal of evidence in favor of the theory of abiogenesis. This evidence includes the discovery of fossilized microorganisms, the discovery of the structure of DNA, and the discovery of the chemical pathways that lead to the formation of life.

The fourth part of the paper is devoted to a discussion of the implications of the origin of life. It is shown that the origin of life has important implications for our understanding of the universe. It is also shown that the origin of life has important implications for our understanding of ourselves.

The fifth part of the paper is devoted to a discussion of the future of the study of the origin of life. It is shown that there is a great deal of work to be done in this field. It is also shown that the study of the origin of life is one of the most exciting and important areas of research in science today.

The sixth part of the paper is devoted to a discussion of the conclusion of the study. It is shown that the origin of life is a complex problem that requires further research. It is also shown that the study of the origin of life is one of the most important areas of research in science today.

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8/29/89

AGENDA

DOCUMENTS DEPT.

AUG 28 1989

Meeting of the Finance Committee of the

San Francisco Arts Commission

SAN FRANCISCO
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45 Hyde Street, Room 319, at 8:30 a.m. on Tuesday, August 29, 1989

- I. Vote on Resolution to the Board of Supervisors in support of a change in the San Francisco Administrative Code to establish three special funds for the San Francisco Arts Commission

"Recommended, that the Board of Supervisors amend the San Francisco Administrative Code by adding Sections 10.117-82, 10.117,83, and 10.117.84 hereto establishing three Special Funds:

- 1) for receipt of revenue from the Transit Shelter Advertising on Market Street for the purpose of maintenace of public art on Market Street, to be called the "Market Street Art Maintenance Fund",
- 2) for acquiring art for Market Street, to be called the "Market Street Art Acquisition Fund",
- 3) and for providing programs and opportunities for the talents and creativity of young artists, to be called the "Youth Arts Fund".

- II. Authority for the Director of Cultural Affairs to apply for, accept and expend funds from the Fleischacker Fund for

- a) \$5000 for a pilot grant to unroll and inspect the historic murals from the Pan Pacific International Exposition, now stored in the War Memorial Building and
- b) funds (to be determined) for continued restoration of the historic Murals at Coit Tower ,

- III. Unfinished Business

- IV. New Business

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9/26/89

A G E N D A
FINANCE COMMITTEE
26 September 1989
8:30 a.m.
45 Hyde St., Room 319

DOCUMENTS DEPT.

SEP 26 1989

SAN FRANCISCO
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I. VISUAL ARTS COMMITTEE

Request authorization for the Director of Cultural Affairs to apply for, accept, and expend, through the Friends of the San Francisco Arts Commission, to the Fleishhacker Foundation, funds for:

- a. \$60,000 for restoration of second floor murals at Coit Tower
- b. \$5,000 for Investigation of murals from Panama-Pacific International Exposition.

II. NEIGHBORHOOD ARTS PROGRAM

Request authorization for the Director of Cultural Affairs to apply for, accept, and expend, on behalf of the Neighborhood Arts Program, a Youth Apprenticeship Program through the Friends of the San Francisco Arts Commission, to the San Francisco Foundation for \$5,000.

III. PRESENTATION/PUBLIC ARTS FUND

Program requests for allocations from the Public Arts Fund/Preliminary Presentation and Discussion/Claire Isaacs and Dennis Rumsey

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

MAYOR
Art Agnos

COMMISSIONERS

Robert F. LaRocca
President
Lancy Boas
Vice President
Lemon Alley
Stanley Eichelbaum
Jim Fowler
Daniel Genera
Anne Healy
John Kriken
Lmalla Mesa-Bains, Ph.D.
Hal Y. Okamoto
Dodie Rosekrans
Barbara Sklar

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs





1. The first part of the document is a list of names and addresses of the members of the committee. The names are written in a cursive hand, and the addresses are written in a more formal, printed hand. The list is organized in two columns, with names on the left and addresses on the right.

2. The second part of the document is a list of names and addresses of the members of the committee. The names are written in a cursive hand, and the addresses are written in a more formal, printed hand. The list is organized in two columns, with names on the left and addresses on the right.

3. The third part of the document is a list of names and addresses of the members of the committee. The names are written in a cursive hand, and the addresses are written in a more formal, printed hand. The list is organized in two columns, with names on the left and addresses on the right.

4. The fourth part of the document is a list of names and addresses of the members of the committee. The names are written in a cursive hand, and the addresses are written in a more formal, printed hand. The list is organized in two columns, with names on the left and addresses on the right.

5. The fifth part of the document is a list of names and addresses of the members of the committee. The names are written in a cursive hand, and the addresses are written in a more formal, printed hand. The list is organized in two columns, with names on the left and addresses on the right.



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DOCUMENTS DEPT.

MINUTES
FINANCE COMMITTEE
26 September 1989
8:30 a.m.
45 Hyde St., Room 319

OCT 13 1989

SAN FRANCISCO
PUBLIC LIBRARY

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

Commissioner Kim Fowler called the meeting to order at 8:48 a.m., in the absence of Chair Barbara Sklar.

COMMISSIONERS PRESENT

Kim Fowler
Nancy Boas

COMMISSIONERS EXCUSED

Barbara Sklar
Dodie Rosekrans

MAYOR
Art Agnos

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director
Debra Lehane, Collections Manager
Anne-Marie Theilen, Director, Neighborhood Arts Program
Fe Bongolan, Assistant Director, Neighborhood Arts Program
Leah Forbes, Program Coordinator, State/Local Partnership Program
Jeanne Bogardus, Executive Director, Friends of the SFAC
Lemora Martin, Acting Commission Secretary

COMMISSIONERS

Robert F. LaRocca
President

Nancy Boas
Vice President

Vernon Alley
Stanley Elchebaum
Kim Fowler
Daniel Genera
Anne Healy
John Krilken
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans
Barbara Sklar

I. VISUAL ARTS COMMITTEE

Restoration/Second Floor Murals/Coit Tower

Director Isaacs opened discussion with a brief background of the Coit Tower restoration project. Former Commissioner Jo Hanson initiated public support for restoration of the ground floor murals, as they were deteriorating. First, the Recreation and Parks Department secured funding and began building repairs; then, the Arts Commission received a \$25,000 NEA grant to begin murals restoration. More funds were secured, the work proceeded, and the restoration and protective barrier placement on the first floor are almost complete.

The second floor murals are in need of restoration, and Director Isaacs and Debra Lehane propose approaching Fleishhacker Foundation for \$60,000 funding for this project.

Investigation/Panama Pacific Exposition Murals

Commissioner Boas proposes to apply to Fleishhacker Foundation for a grant of \$5,000 to unroll these murals, stored unseen for fifty years, and inspect their condition. This grant can be gotten fairly quickly and would be uncompetitive with the Coit Tower grant.

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs



I. VAC/Panama Pacific Murals (Continued)

Jeanne Bogardus spoke with Sarah Lutman and Commissioner Boas spoke with Lois Gordon, both of the Fleishhacker Foundation, and they expressed interest in both projects.

Debra Lehane reported that monies for 1990 are allocated anytime, beginning in January. Some discussion followed concerning grant application procedures.

Ms. Lehane described the procedure for the Panama Pacific investigation: War Memorial stage hands would help unroll the murals; a conservator would be hired to ensure proper handling; materials would be purchased to ensure proper storage and re-rolling. Also, a photographer would record the investigation. The proposed site for the unrolling is the stage floor of the Herbst Theater, which has adequate space.

A meeting with Lois Gordon and Sarah Lutman was proposed, prior to application, and discussion followed.

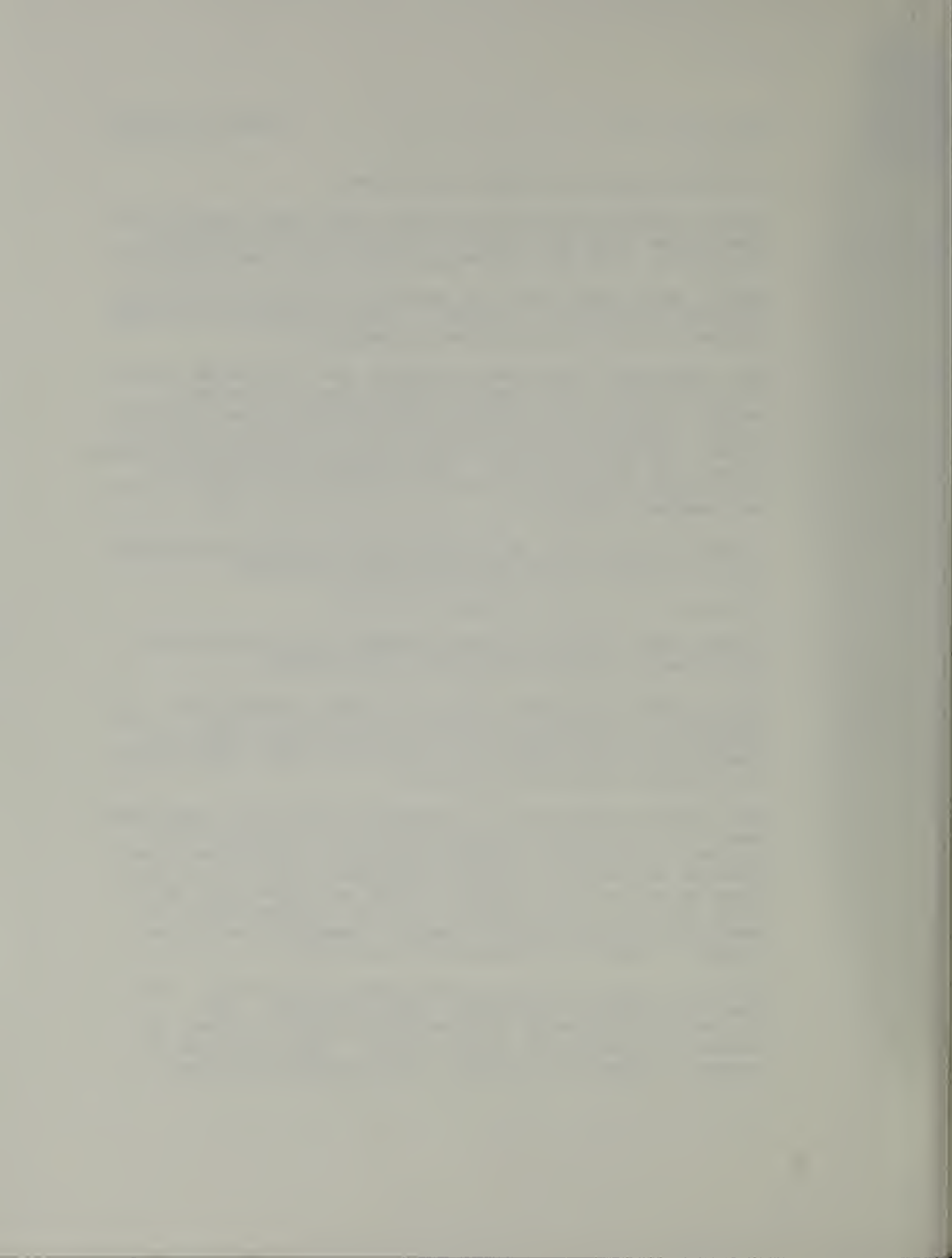
Discussion of both projects followed:

Commissioner Fowler inquired whether \$60,000 would be sufficient to restore the Coit Tower murals.

Debra Lehane responded that Coit Tower expenses are accurately calculated, owing to experience so far. The damage to the second floor is not extensive. She has checked with the conservator and has a good idea of what is involved and what to expect.

Ms. Lehane noted that the Recreation and Parks Department has hired Ken Maley to raise funding for the barrier system. They have approached the Luft Foundation. She praised Rec/Parks' giving co-responsibility to the Arts Commission for this project. They have made the first floor barrier system their priority, as their goal is opening the murals to the public. Restoration/ conservation is the Arts Commission's purview.

The total cost of the barrier system is \$108,000. The grant originally allowed for about \$48,000. The conservation expenses overran by \$20,000, so there is currently \$28,000 for the barriers. About \$75,000 is needed to complete this job. This system underwent



I. VAC/Discussion (Continued)

redesign by the Civic Design Review Committee, and became much more sophisticated, and aesthetically more pleasing.

Commissioner Fowler inquired as to whether any other possibilities have been considered for funding, other than the proposed \$60.000 from Fleishhacker. Ms. Lehane responded that no other funder has been approached.

Commissioners agreed to schedule a meeting with Sarah Lutman, to discuss strategy.

Dennis Rumsey and Jeanne Bogardus have updated lists of corporate funders to be approached.

Jeanne Bogardus will be on vacation for a month to six weeks in October and November.

Commissioner Boas expressed frustration at delays in the grant application process, as 1990 is a timely year for a public unveiling of restored Panama Pacific murals, coincident with the 50 year Panama Pacific International Exposition anniversary celebration.

Debra Lehane will check with the Office of Historic Preservation as to whether or not they are granting again this year. Coit Tower has been restored with NEA and Office of Historic Preservation monies. Last year, the Arts Commission did not put in for a grant, as no one realized there would be a shortage of funds. Grant applications are due December 15. They are pleased with the work so far, and there is the possibility they will wish to continue funding the restoration.

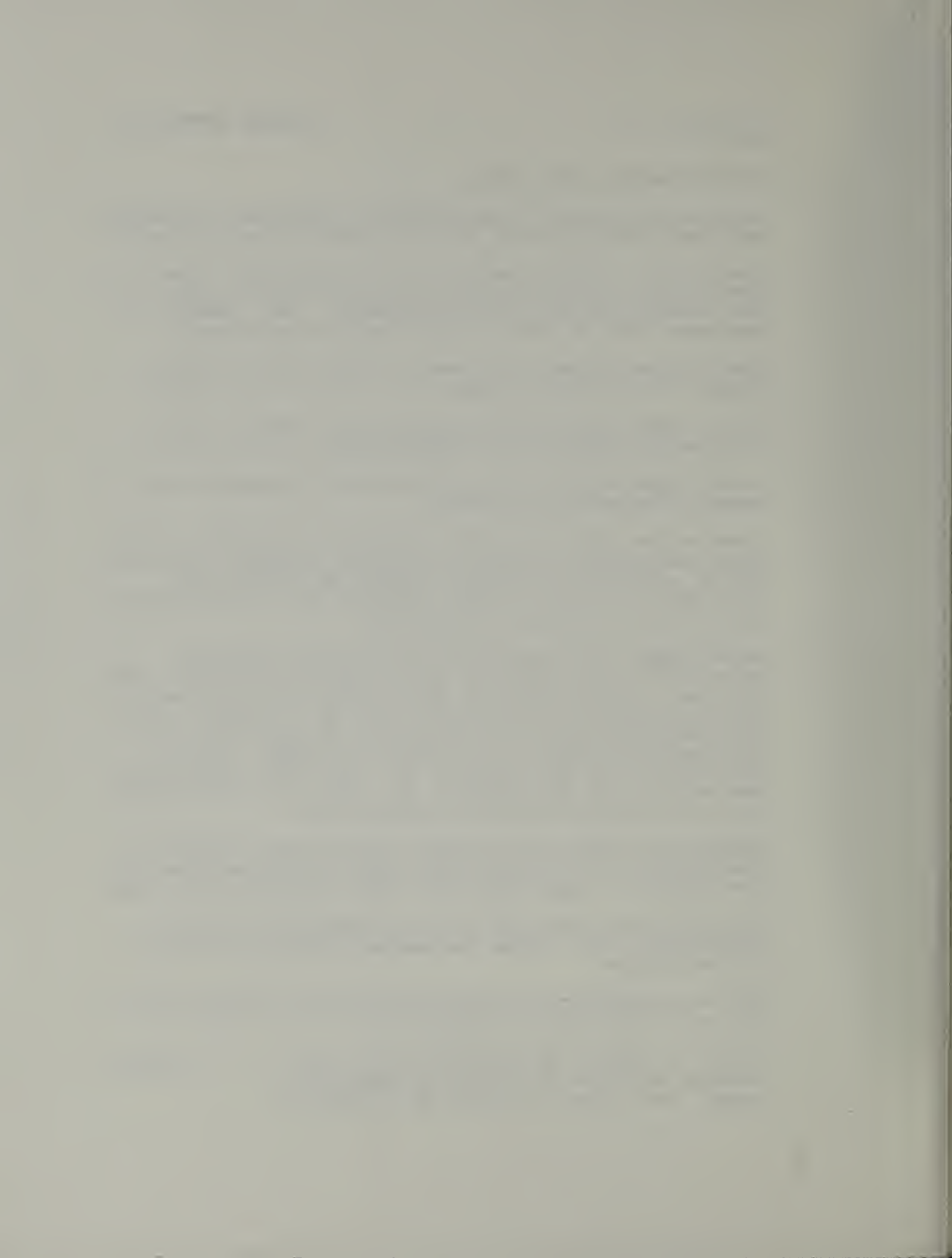
Commissioner Boas inquired why approach them instead of Fleishhacker. Ms. Lehane responded that she was not sure that Historic Preservation has funds available this year.

Since Rec/Park wrote the original grant to Historic Preservation, Ms. Lehane has spoken with Tim Lilliquist for assistance.

The following Resolution was proposed for presentation to the full Commission on October 2:

Motion to Request authorization for the
Director of Cultural Affairs to apply for,
accept, and expend, through the Friends of

ADOPTED



I. VAC/Murals/Resolution (Continued)

the San Francisco Arts Commission, to the Fleishhacker Foundation, funds for:

- a. \$60,000 for restoration of second floor murals at Coit Tower
- b. \$5,000 for Investigation of murals from Panama-Pacific International Exposition.

Moved: Kim Fowler
Consensus: Unanimous

II. NEIGHBORHOOD ARTS PROGRAM

Youth Arts Apprenticeship Program Proposal

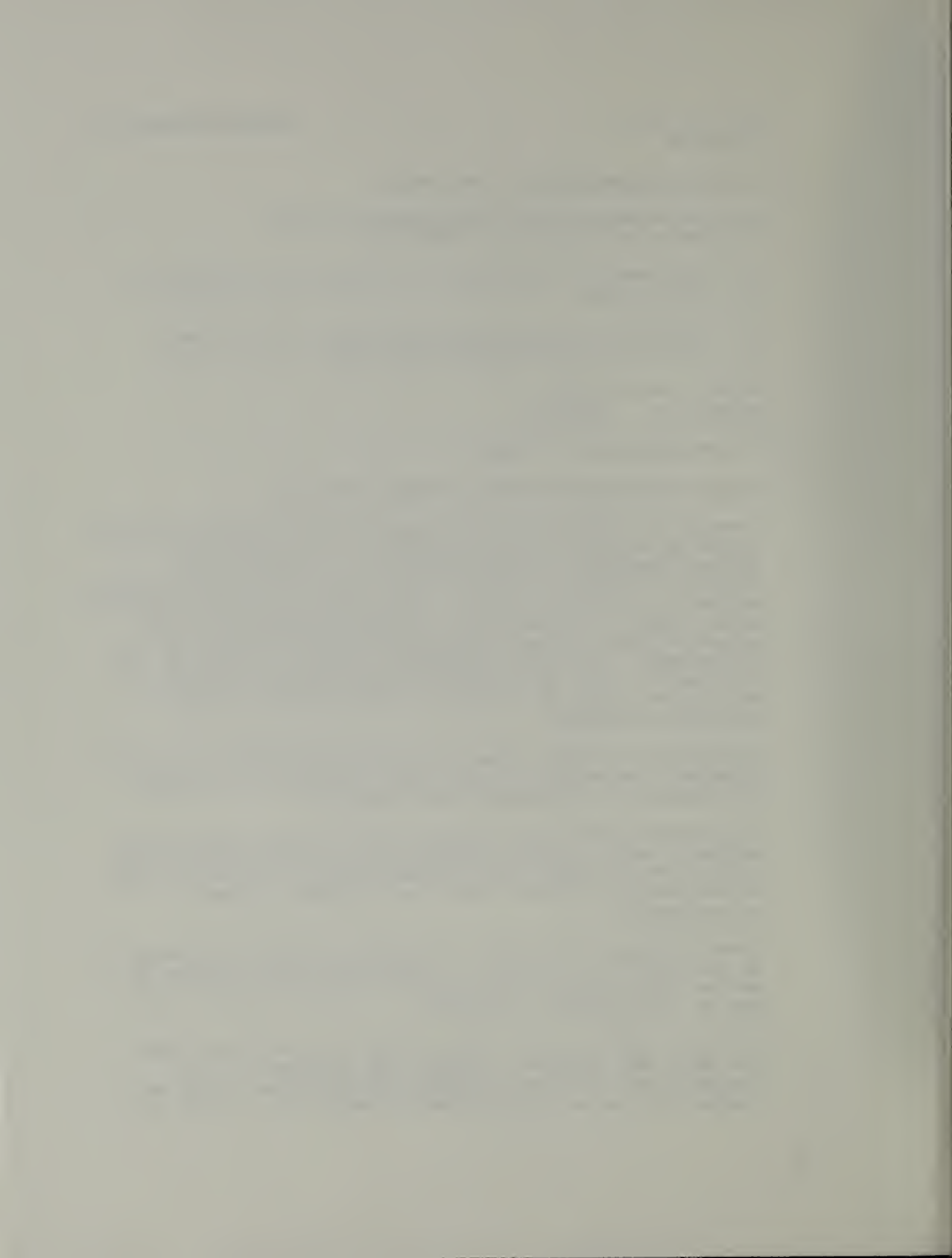
Anne-Marie Theilen described the proposal to provide arts training for high school students in internships/apprenticeships in neighborhood arts organizations. Students will earn course credit, working one-on-one with artists in different media. The apprenticeships will be advertised in a newsletter, produced quarterly in the amount of 500, to be distributed by school district volunteers. The Superintendent of Schools supports the proposal. There is a district administrator working exclusively with volunteers on this program. (See proposal attached).

Discussion followed regarding staffing/budgeting for this program, and regarding year-end evaluations procedures for determining success of the program.

Fe Bongolan noted that NAP must see how many placements actually occur, prior to setting up an evaluation. One newsletter has been distributed already, for the purpose of soliciting interest, and the response has been enthusiastic.

Dennis Rumsey stated that outlining evaluation procedures at the end of the proposal, and stating the purpose as a desire to determine the program's effectiveness, would add to the proposal's appeal.

Director Isaacs noted that as \$5,000 is start-up money, how does NAP intend to finance the program in the future? Mrs. Theilen responded that the San Francisco Foundation has encouraged NAP to apply for a three year



II. NAP/Youth Arts Apprenticeship Program (Continued)

grant. NAP is working with the Apprentice Alliance, a neighborhood organization, and will submit a combined request. The Alliance works to increase placements for young adults.

The issue of competing grants with the San Francisco Foundation was raised. Director Issacs reported that while the Arts Commission currently has an application in for \$7,500 to complete the Arts Policy Plan, this is a different category than that being solicited by NAP.

Dennis Rumsey stated that once the Commission has set its programmatic goals, whether this be to enhance existing ones or to create new ones, this can be clarified.

Discussion occurred as to whether the newsletter is the most cost-effective way to facilitate placements. The newsletter will not be passively mailed out, but will be followed up by promotional meetings in schools and with neighborhood groups by Anne-Marie Theilen and Fe Bongolan. The best procedure is to go ahead with this application and wait to see if the Foundation accepts it as is, or makes suggested revisions.

The following Resolution was proposed for presentation to the full Commission on October 2:

Motion to request authorization for the ADOPTED
Director of Cultural Affairs to apply for,
accept, and expend, on behalf of the Neigh-
borhood Arts Program, a Youth Arts Apprenticeship
Program Proposal through the Friends of the San
Francisco Arts Commission, to the San Francisco
Foundation for \$5,000.

III. PRESENTATION/PUBLIC ARTS FUND

Program requests for allocations from the Public Arts
Fund/Preliminary Presentation and Discussion/Claire
Isaacs and Dennis Rumsey

The Public Arts Fund is revenue to be used by the Arts Commission, netted from the POPS Concerts, after expenses. The Arts Commission splits the net on a 60/40% basis, with 60% going to the Commission. The City's Administrative Code allows the Commission to carry forward this money from year to year. It is not required to spend it within a given fiscal year.

III. PUBLIC ARTS FUND (Continued)

The purpose of today's discussion is to familiarize the Commissioners with the kinds of uses proposed for the monies. No action can be taken at this meeting of the Finance Committee, because the final numbers not been calculated.

Director Isaacs explained the various allocations (see attached list, "Public Art Fund Requests and Reinstatement Draft #1"). The three reinstatement priorities are Administration, Neighborhood Arts, and the Gallery.

Discussion concerned the proposed allocations on this list. Several requests would be withdrawn should grant money be awarded, e.g. NAP's Youth Apprenticeship amount of \$6,500, and State/Local's Multi-Cultural Arts Survey amount of \$2,219.

Adjustments will be made in this list during the next month. These amounts are based on a projected \$150,000 that the Arts Commission hopes to net from the POPS.

An important item not on the list are the monies distributed to the Cultural Centers for painting, lighting, etc. There is an emergency request for \$4,700 from the Bayview Opera House, to pay salaries. Money will be expended from the El Paso grant and hopefully recovered from the Public Art Fund. Bayview is experiencing a cash flow problem, awaiting money awarded them by the Hotel Tax Fund.

IV. BOARD OF SUPERVISORS/FINANCE COMMITTEE MEETING OF 09/27

Director Isaacs reported that two requests will be made at this meeting tomorrow:

- a. \$40,000 for restoration of the California Volunteers Monument.
- b. \$30,000 supplemental allocation to complete the Arts Policy Plan.

V. OLD BUSINESS

None.

VI. NEW BUSINESS

None.

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M I N U T E S
09/26/89

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FINANCE COMMITTEE

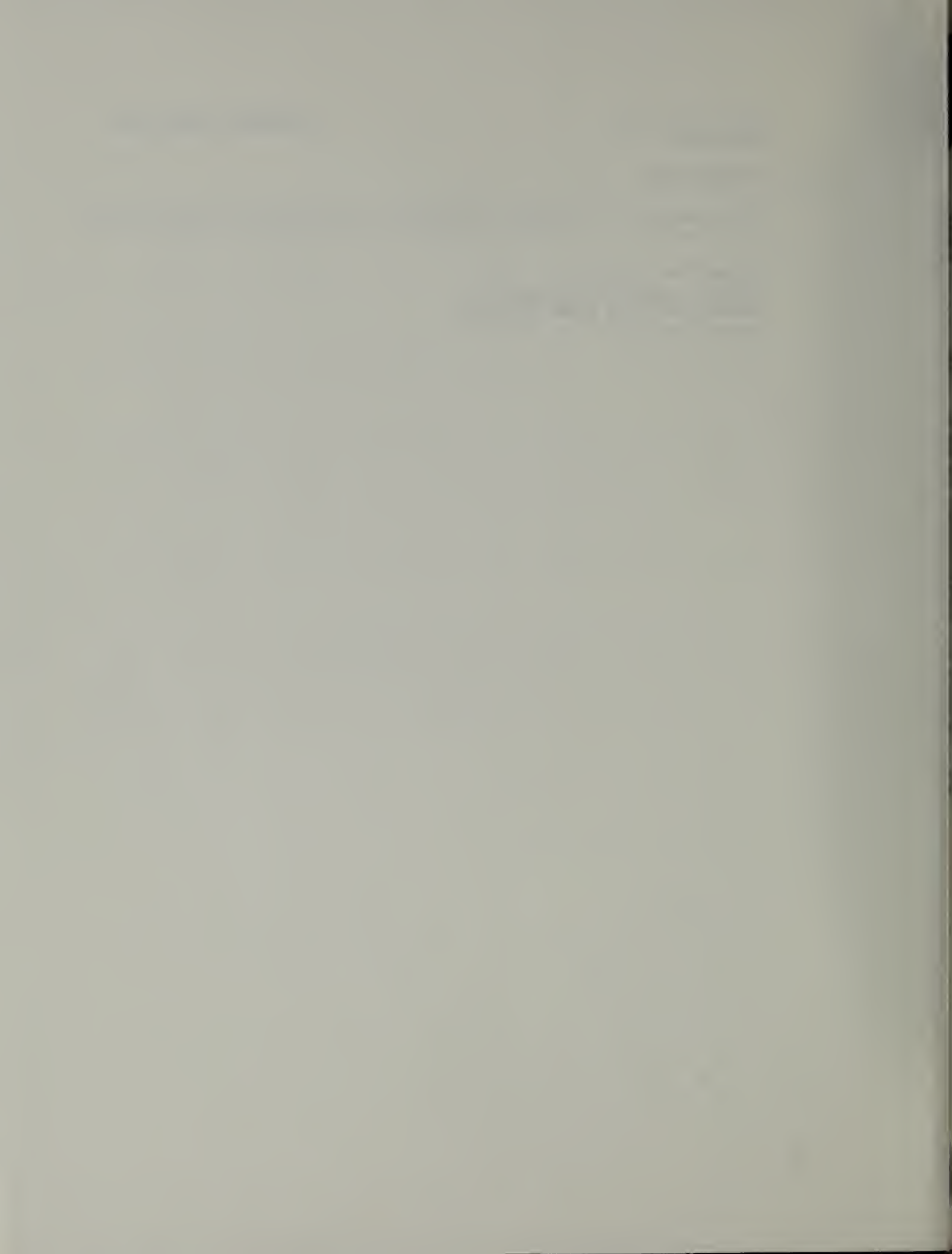
VII. ADJOURNMENT

There being no further business, this meeting adjourned at
10:10 a.m.

Submitted by:

Lemora Martin

Lemora Martin





October 11, 1989

DOCUMENTS DEPT.

OCT 17 1989

SAN FRANCISCO
PUBLIC LIBRARY

MEMORANDUM

Hyde Street
Suite 319
San Francisco, CA 94102
5558 3463

To: Mr. Kenneth Dowlin
City Librarian

Attention: Public Documents

From: Lemora Martin
Acting Commission Secretary

Subject: Amendment and/or Correction to Minutes of Finance
Committee Meeting of the Arts Commission dated:

September 26, 1989

For the information of the general public of the City and County of San Francisco, please note that the Minutes of the Finance Committee of the Arts Commission, for the date noted above, were approved with the following correction(s)/amendment(s):

Page 4, Item II, Neighborhood Arts Program, Youth Arts Apprenticeship Program Proposal, paragraph 3 should be changed to read:

"Fe Bongolan noted that NAP must see how many placements actually occur, prior to setting up an evaluation."

For the official record, NAP has not distributed a Newsletter.

Please place this memorandum with your copy of these minutes.

AYOR
I Agnos

COMMISSIONERS

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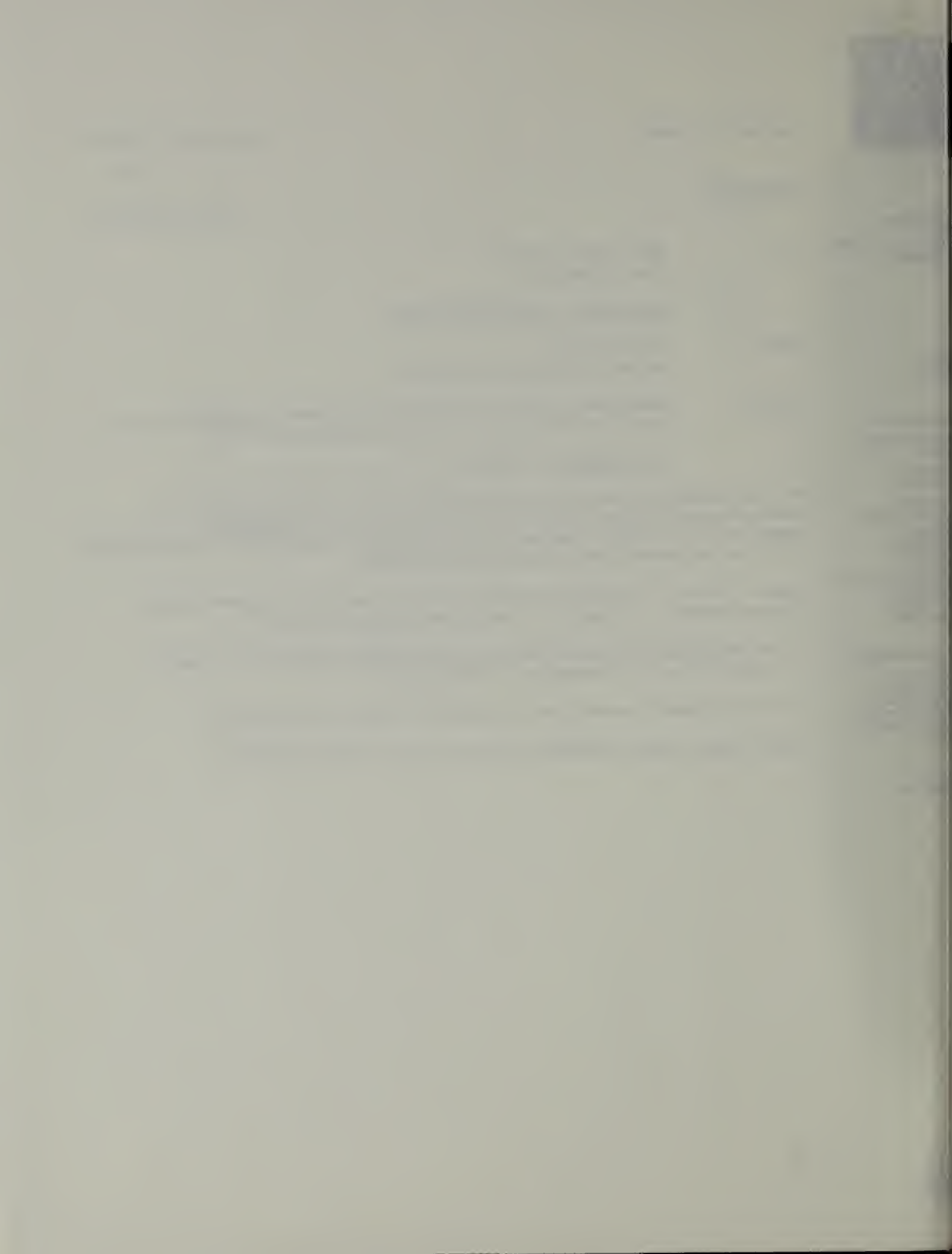
OFFICIO MEMBERS

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ire N. Isaacs







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10/27/89

DOCUMENTS DEPT.

NOV 8 1989

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES
SAN FRANCISCO ARTS COMMISSION
FINANCE COMMITTEE

Friday, October 27

1:30 - 3:30 p.m.

45 Hyde Street, Room 319

15 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

Chair Barbara Sklar called the meeting to order at
1:40 p.m.

MAYOR
Art Agnos

COMMISSIONERS PRESENT

Barbara Sklar

Dodie Rosekrans

Kim Fowler (arr. 1:50 p.m.)

COMMISSIONERS EXCUSED

Nancy Boas

COMMISSIONERS

Robert F. LaRocca
President

Nancy Boas
Vice President

Vernon Alley
Stanley Elcheilbaum

Kim Fowler

Daniel Genera

Anne Healy

John Kriken

Amalia Mesa-Lains, Ph.D.

Ral Y. Okamoto

Dodie Rosekrans

Barbara Sklar

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs

Dennis Rumsey, Assistant Director

Anne-Marie Theilen, Director, Neighborhood Arts Program

Leah Forbes, Program Coordinator, State/Local Partnership
Program

Lemora Martin, Acting Commission Secretary

1. 1989 POPS CONCERTS/INCOME AND EXPENSE REPORT

Dennis Rumsey

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

Mr. Rumsey distributed the Income and Expense Report
Summary and the Fund Balance Summary. (See attached).

He noted that the Arts Commission's net share in revenues
totaled \$228,767.00, including the El Paso Natural Gas
monies.

DIRECTOR

Claire N. Isaacs

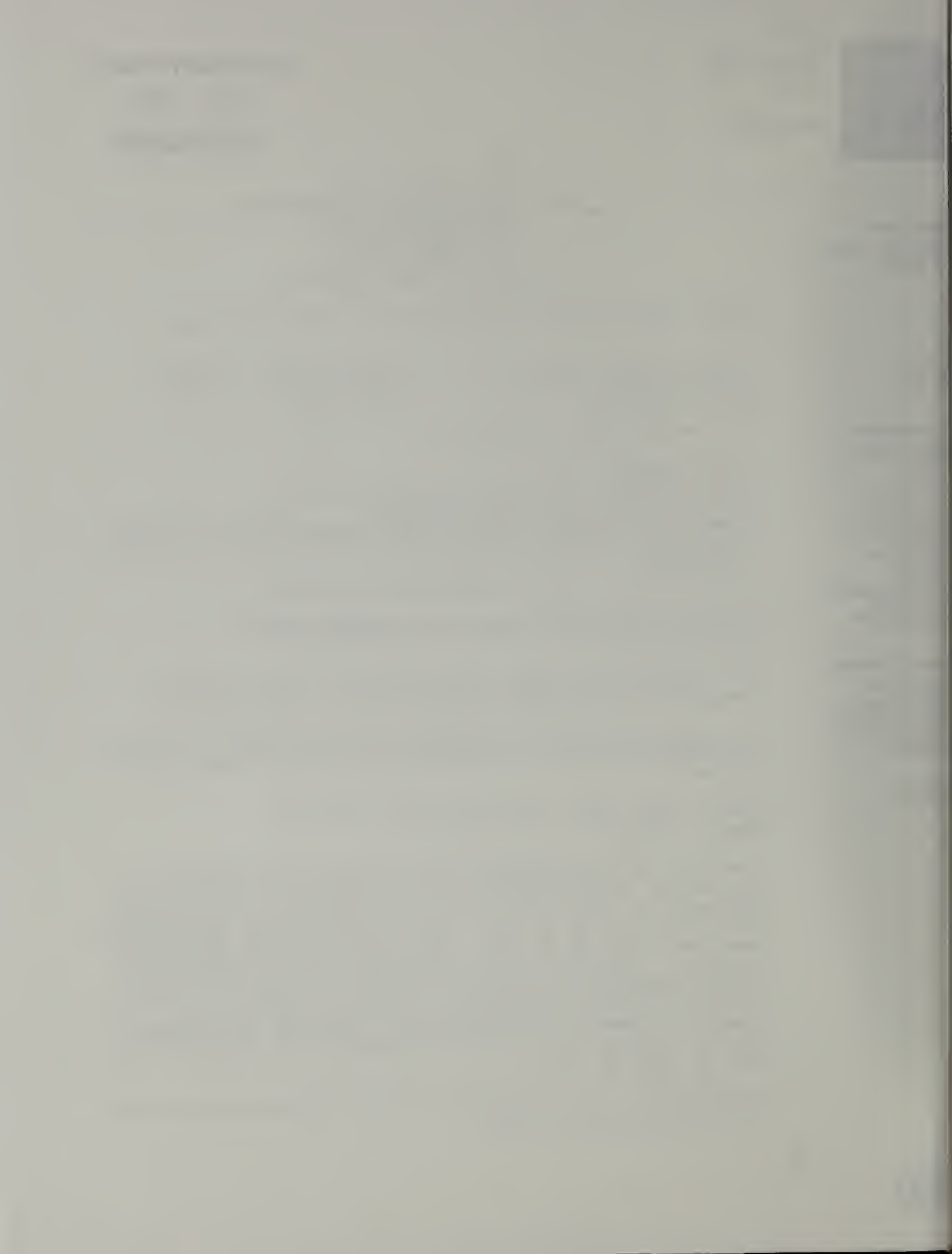
2. PUBLIC ARTS FUND AND RESERVE FOR 1990 POPS

Dennis Rumsey

The Fund Balance Summary (see attached) lists monies in
the Public Arts Fund (PAF), i.e. some monies which have
accrued over the years in various amounts, and the total
net profit for this year. Part of the money, \$525,450.00,
must be set aside on the City's books for the 1990 POPS
Concerts. Of this amount, \$256,093 must be reserved as
start-up money for next year's POPS Concerts, e.g. the
contract with the Symphony, auditorium rental, etc. This
figure is based on a projected 6% increase in expenses
from this year to the next. The remaining balance in the
PAF is \$269,357.00.

Discussion of this document and the planning process for
the POPS Concerts ensued.





3. PROGRAM REQUESTS, FY 1989-1990
Claire Isaacs

Director Isaacs recommended all Program Requests for PAF monies be funded. (See list attached). She reviewed the list, briefly describing requests of Arts Commission Programs. Brief discussion concerned the Arts Festival, for which no request has yet been made. The Festival Committee will meet in November and make its recommendations.

4. RESOLUTIONS

The following two resolutions were recommended for presentation before the full Commission on 6 November:

Motion to approve the allocation of \$50,464 ADOPTED
of the 1989/1990 Performing Arts Fund to
include (1) \$2,200 to Administration;
(2) \$18,164 to the Neighborhood Arts Program;
(3) \$9,700 to the Gallery; (4) \$10,400 to
Collection Management; (5) \$10,000 to Public Art.

Motion to authorize the Director of Cultural ADOPTED
Affairs to allocate \$89,350 from the Performing
Arts Fund to the Friends of the San Francisco
Arts Commission, in support of programs bene-
fitting cultural planning and advocacy, the
support of emerging Bay Area artists, community
arts programs, as well as general support of
the arts in San Francisco.

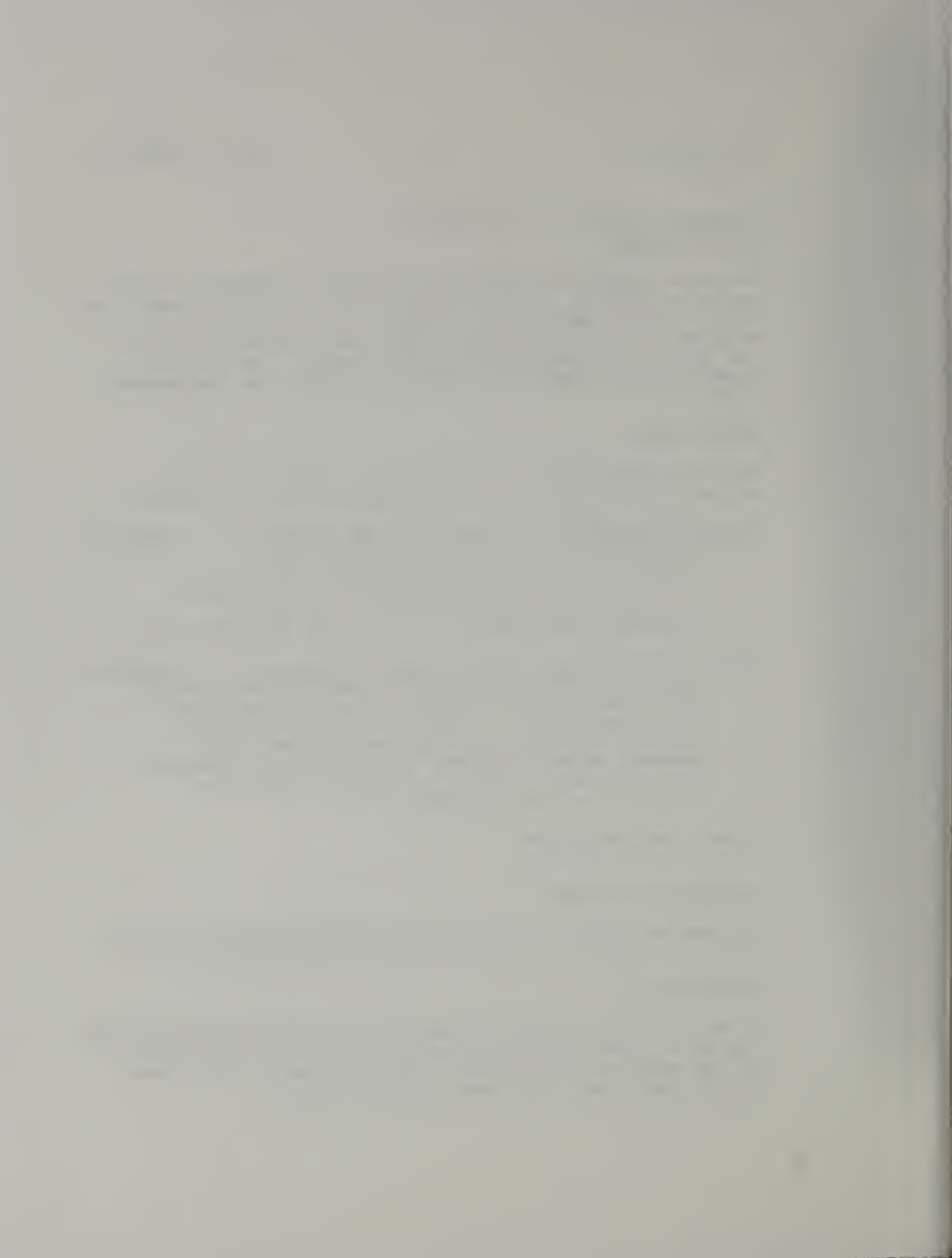
Moved: Barbara Sklar
Consensus: Unanimous

5. UNFINISHED BUSINESS

Discussion ensued concerning earthquake damage to the art collection at San Francisco International Airport.

6. NEW BUSINESS

Director Isaacs wished to establish a regular meeting time and date. Commissioner Rosekrans stated she will be out of the country in November, and unavailable. Everyone else agreed that early mornings are fine.



M I N U T E S
10/27/87

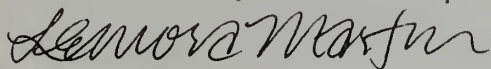
- 3 -

FINANCE COMMITTEE

7. ADJOURNMENT

There being no further business, the meeting adjourned at
2:25 p.m.

Submitted by:

A handwritten signature in cursive script, appearing to read "Lemora Martin".

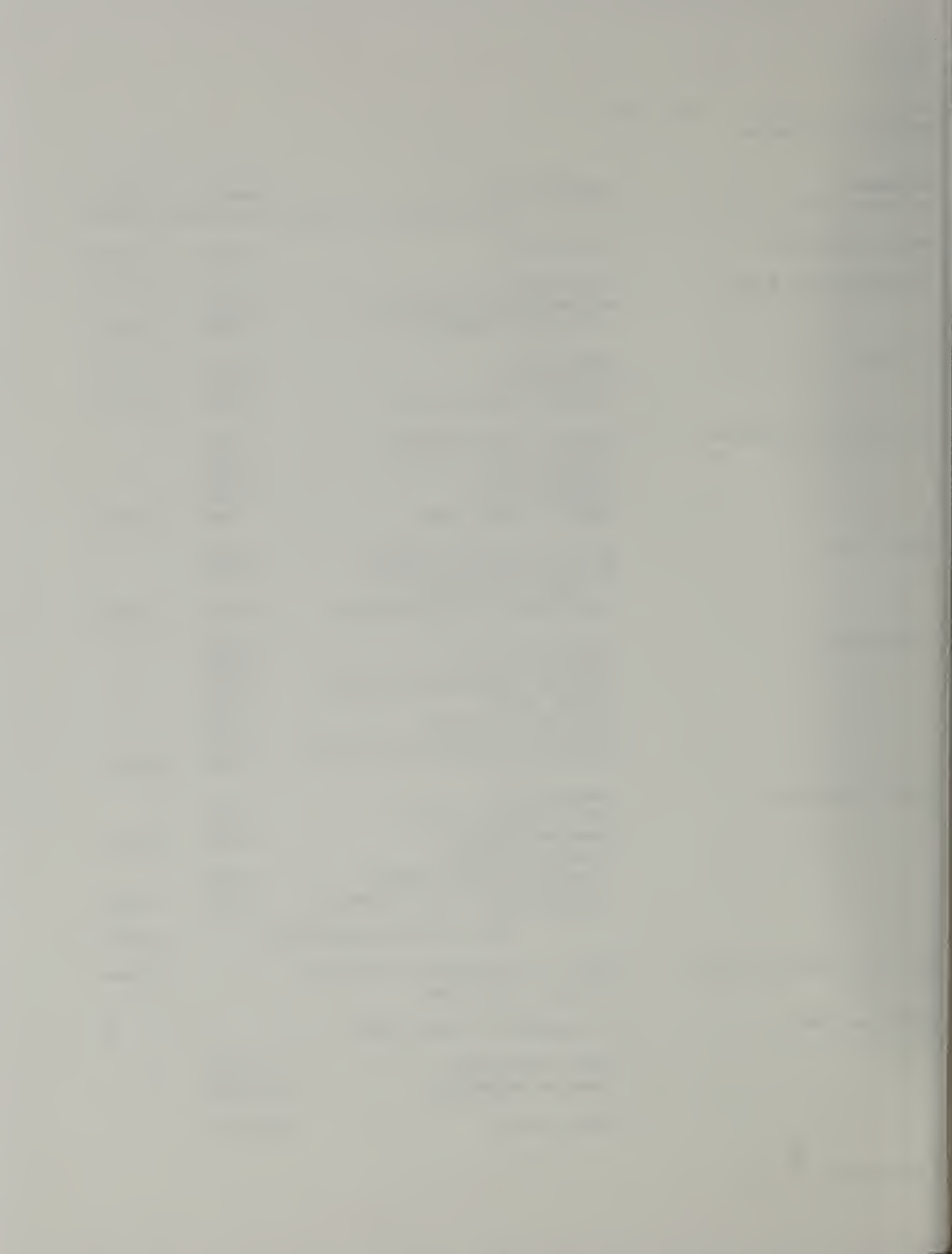
Lemora Martin
Acting Commission Secretary



10/24/89

PUBLIC ART FUND - 1989/1990
Program Requests

PROGRAM	DESCRIPTION	AMOUNT	TOTAL
=====	=====	=====	=====
Administration	Reinstate	2,200	2,200
Neighborhood Arts	Reinstate	3,164	3,164
	Neighborhood Festivals	15,000	
	Resource Projects	6,500	21,500
Gallery	Reinstate	4,700	4,700
	CAC match	10,000	
	General Operations	5,000	15,000
Collection Management	Matting and framing	2,000	
	Transp./Installation	2,000	
	Photography	2,000	
	Conservation	4,500	
	Special equipment	900	11,400
Public Art	Photo documentation	1,500	
	Printing/Art in Public	5,000	
	Places brochure		
	Maintenance/Conservation	5,000	11,500
State-Local	CAC match	10,000	
	Salary (Forbes)	5,400	
	General Operations (rent)	7,697	
	Fiscal fees	1,473	
	Arts Policy Plan	278	
	Multi-cultural Arts Survey	2,219	
	Art House (rent)	2,933	30,000
Administration	Memberships	1,000	
	Conferences/travel	4,000	
	Program support	5,000	10,000
	Reimbursements:		
	Bayview Opera House	4,300	
	Collection Mgt./Computer	1,050	5,350
	Conference		
	Total Administration		15,350
Office Computerization	Four (4) computer stations/ software programs		25,000
Arts Festival	No request at this time		0
	Total Reinstate	10,064	
	Program requests	129,750	
	Grand total	139,814	



10/23/89

POPS 1989
SUMMARY

Income and Expense Report

INCOME

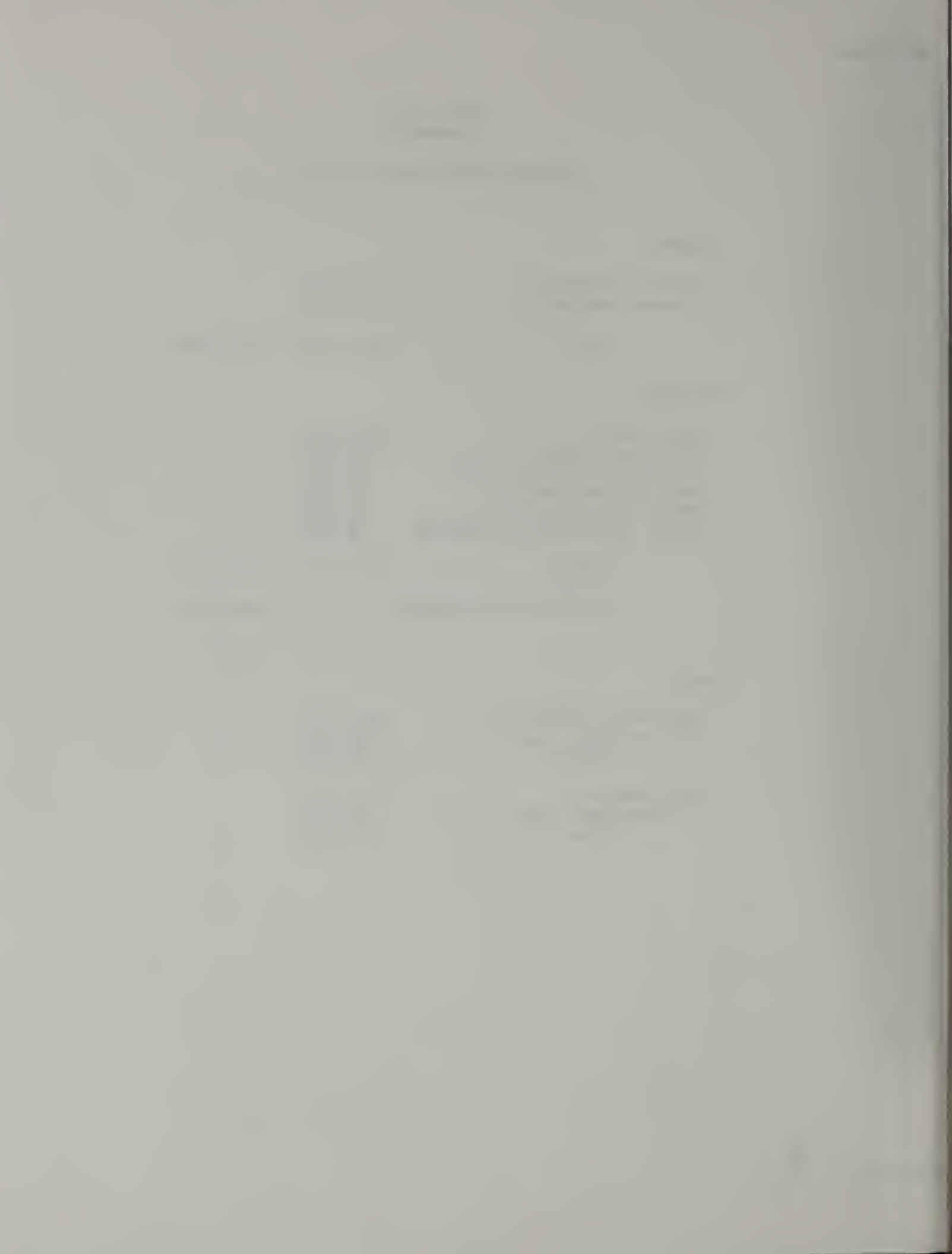
City allocation	585,007	
Ticket proceeds	497,491	
Total	1,082,498	1,082,498

EXPENSE

Musicians	320,735	
Artists/conductors	168,000	
Publicity/Advertising	83,818	
Auditorium rental	52,702	
Sound and Lighting	36,089	
Other production expense	78,834	
Total	740,178	740,178
INCOME OVER EXPENSE		342,320

SHARE

60% Arts Commission	205,392
El Paso Nat. Gas	23,375
Total	228,767
40% Symphony	136,928
El Paso Nat. Gas	23,375
Total	160,303



10/23/89

POPS 1989/1990

Fund balance 525,450
as of 9/15/89

Reserve for 1990

TPA's/Misc.	12,500	
*Symphony contract	122,493	
Sound	24,000	
Lighting	17,000	
Auditorium rental/other	57,000	
Tablecloths	6,500	
Plants/stage & lobby	1,600	
Balloons/decor	15,000	
Total	256,093	256,093
Balance		269,357

*To augment 1991 Municipal Symphony Fund of \$585,007.
Assumption: 1990 contract w/Symphony will increase
to \$707,500.



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DEC 22 1989

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES
SAN FRANCISCO ARTS COMMISSION
FINANCE COMMITTEE
5 December, 1989
8:30 a.m.

45 Hyde Street - Room 319

45 Hyde Street
Room 319
San Francisco, CA 94102
558 3463

Chair Barbara Sklar called the meeting to order at 8:45 a.m.

Commissioners Present
Barbara Sklar
Nancy Boas

Commissioners Excused
Kim Fowler
Dodie Rosekrans

AYOR
rt Agnos

Staff Present

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director SFAC
Lemora Martin, Acting Commission Secretary
Leah Forbes, State/Local Partnership Program Coordinator

COMMISSIONERS
Robert F. LaRocca
President

Nancy Boas
Vice President

Ernon Alley
Stanley Elchelbaum

Kim Fowler
Daniel Genera

Donna Healy
John Kriken

Amalia Mesa-Bains, Ph.D.
Al Y. Okamoto

Dodie Rosekrans
Barbara Sklar

Others Present

Louise Jordan, SFAC Gallery Advisory Board Member

1. YOUTH ARTS FESTIVAL

Discussion began concerning monies in the Public Art Fund.

Commissioner Sklar requested that Committee members be given a regular, current list of allocations, and of this Fund balance, so that they are always up-to-date.

OFFICIO MEMBERS

Presidents of the
The Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

Mr. Rumsey responded that this is available, and he will begin providing it to the Committee members on a regular basis.

DIRECTOR
Claire N. Isaacs

Director Isaacs stated that the Youth Arts Festival (YAF), initially founded by the Arts Commission, had become independent, with minimal Arts Commission participation in 1988. It is currently not in the Arts Commission budget, but receives some funding and staff assistance. Festival Committee Chair Amalia Mesa-Bains, who works with the schools, desires to bring it back to the Commission.

Commissioner Mesa-Bains has stated that the schools involved in the YAF tend to be the 'perimeter' schools, as opposed to the inner city schools, due to greater pressures, overworked principals and teachers, and the like. The purpose of this allocation is to get these children involved.

Director Isaacs will provide this Committee with a copy of the YAF budget.



1. YOUTH ARTS FESTIVAL/Discussion (Continued)

The following recommendation was made for presentation to the full Commission on 6 December:

Motion in support of the Arts Festival Committee's A
recommendation to expend \$10,000 from the Public Art
Fund in support of a special project to link under-
represented neighborhood schools, not currently
participating in the Youth Arts Festival, with
community arts organizations to leverage schools'
participation in the Youth Arts Festival; the amount
is intended to support up to four schools' participation
at \$2,500.00 each; said funding of \$10,000 to be
transferred to the Arts Festival account.

Moved: Barbara Sklar
Consensus: Unanimous

2. ARTS COMMISSION GALLERY

The Committee discussed proposed reapplication to several foundations, to cover the Gallery's basic programming expenses.

After brief discussion, the amount requested from the Jewett Foundation was increased from \$5,000.00 to \$7,500.00.

The following recommendation was made for presentation to the full Commission on 6 December:

Motion to authorize the Director of Cultural A
Affairs to apply for, accept, and expend, through
the Friends of the San Francisco Arts Commission,
funds for Gallery program expenses to: Security
Pacific Bank for \$15,000.00; Bank of America for
\$2,500.00; and Jewett Foundation for \$7,500.00.

Moved: Barbara Sklar
Consensus: Unanimous

At Director Isaacs' request, Agenda Item 4 was heard next.

3. STATE/LOCAL PARTNERSHIP PROGRAM

Discussion concerned allocated monies for work contracts, to complete the Arts Policy Plan. They include the \$30,000.00 supplemental allocation from Grants For The Arts, and \$10,000 from the San Francisco Foundation, for which the award letter has just been received.

THE HISTORY OF THE

REIGN OF

CHARLES THE FIRST

BY

JOHN BURNET

OF

THE

UNIVERSITY OF

OXFORD

IN

THE

YEAR

1649

3. STATE/LOCAL (Continued)

Commissioner Boas noted that work on the Moscone Joint Committee is not proceeding, due to lack of staffing. She inquired whether the funds from the supplemental appropriation for the Arts Policy Plan could be diverted for this use. Director Isaacs explained that the supplemental was justified on the basis of completing the Arts Policy Plan and the funds needed to be used for that purpose. Furthermore, the funds for coordinating public art are drawn from the 5% administrative portion of the percent for art program and are available for that purpose only.

Some further discussion concerned the revised roles of these facilitators in convening cluster groups; since a decision was made not to reconvene the original focus groups.

The following recommendation was made for presentation to the full Commission on 6 December:

Motion endorsing work contracts for Arts Policy Plan, approved in Program Committee Meeting on November 21, in the following amounts: A

Elizabeth Kennedy	\$4,090.00
Devorah Major	875.00
Public Research Institute, S.F. State U.	5,514.00
Jean Wong, Program Asst.	<u>5,570.00</u>

Total \$16,049.00

Moved: Nancy Boas
Consensus: Unanimous

During the above discussion Commissioner Sklar left the meeting from 9:55 a.m. and returned at 10:05 a.m.

4. ARTS COMMISSION RELOCATION

Director Isaacs reported that the Arts Commission and all other tenants will soon be evicted from 45 Hyde Street by the Main Library, who owns the building. Due to damage to the Main Library during the October 17 earthquake, the entire building is needed to store books and house Library staff.

Discussion ensued concerning various relocation prospects, including the most appropriate and promising one at 25 Van Ness Avenue, suggested by the Real Estate Department.

4. ARTS COMMISSION RELOCATION (Continued)

Director Isaacs and several staff members have seen the second and sixth floors, and the basement, which has storage facilities and a meeting room. The fourth floor has possible additional space for the State/Local Partnership Program and ArtHouse.

Considerable discussion ensued concerning the available space and which package would best suit the Arts Commission's needs.

The second floor is \$1.34 per square foot, and would cost \$3,709.00 per month, including janitorial services but not electricity or telephones.

The basement is also \$1.34 per square foot, or \$3363.00 per month.

The sixth floor would cost about \$3,700.00, and would be appropriate for the Friends of the SFAC and State/Local Partnership staffs, but Phil Aissen of Real Estate doubts the Arts Commission could initially negotiate this.

Other possibilities, including renting the entire basement for office space as well as meeting and storage space, were discussed.

Director Isaacs reported that the Mayor's Office supports Arts Commission relocation. He suggested the Commission investigate the Hamm's Brewery building. However, that is an inconvenient location for transportation and accessibility.

Moving expenses will be \$10,000.00; telecommunications installation will be about \$10,000.00; and Real Estate will require at least \$5,000.00 to negotiate the lease.

Director Isaacs stated she must reassure the Real Estate Department of the Arts Commissioners' support. She urged that the Commissioners support a move to 25 Van Ness Avenue, appearing personally to lobby this item when it comes before the Finance Committee and the full Board of Supervisors.

The following recommendation was made for presentation to the full Commission on 6 December:

4. ARTS COMMISSION RELOCATION (Continued)

Motion in support of Director Claire Isaacs' search A
for Arts Commission space in the Civic Center area;
for various reasons of accessibility and the arts
presence; for enough work and meeting space for
existing staff together under one roof; and for
storage for the City art collection which is in
jeopardy.

Moved: Barbara Sklar
Consensus: Unanimous

5. GENERAL FUND BUDGET REQUESTS

Mr. Rumsey reported that Budget Analyst Theresa Sirota
requested that the Commission phone her this week to meet
to discuss the baseline for 1990. This can include a
reinstatement of what was lost this year, or can be what
the actual 1989-90 budget actually is.

Director Isaacs stated that by the February, 1990 Regular
Monthly meeting, a definite resolution will be needed in
support of budget requests for the next year.

In the meantime, she briefly outlined Program requests:

Civic Design will need a half-time Architectural
Assistant, for which she has requested that John Kriken
prepare a job description. The projected salary is about
\$20,000.00.

At the Retreat on December 21, a presentation showing
staff salaries matched against those of other departments
will be presented.

Commissioner Sklar noted that making these salaries
equitable may be the first priority. However, she added
that the Commissioners don't have a clear enough picture
to be able to definitely say what the priorities are.

The Gallery wants to increase their operating expenses
budget to \$20,000.00, up from \$17,000.00. They have not
had an increase in five years.

Director Isaacs would like to create one Curator III
position out of the General Fund, to be in charge of the
Public Art Program, and hire additional staff or consul-
tants, depending on how the Program waxes and wanes.
The 5% currently allocated for administration, out of the

THE JOURNAL OF THE
ROYAL SOCIETY OF MEDICINE

Volume 10, Part 1, 1917
The Journal of the Royal Society of Medicine is a quarterly publication of the Royal Society of Medicine, which was founded in 1869. The journal is devoted to the publication of original research papers, clinical observations, and reviews of the literature in the various branches of medicine. It is one of the most important and influential medical journals in the world.

The journal is published by the Royal Society of Medicine, which is a learned society of physicians and surgeons. The society was founded in 1869 and has since that time been engaged in the promotion of medical science and the improvement of the medical profession.

The journal is published in four parts each year, and each part contains a number of original papers and reviews. The papers are written by leading medical authorities and are of the highest quality. The reviews are written by experts in the field and are of great value to the medical profession.

The journal is published in the English language and is available to all members of the Royal Society of Medicine. It is also available to libraries and to individuals who wish to purchase a copy. The journal is a valuable source of information for all those who are interested in the progress of medical science.

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5. GENERAL FUND/1990 Program Requests (Continued)

2% for art, is insufficient to adequately staff the Program. Getting one position out of the General Fund would allow enough funding to do everything that is needed.

Commissioner Boas expressed frustration that the money allocated for the Moscone Joint Committee has been used up, with no tangible results, and no one currently staffing it, since the departure of Molly Lambert.

Discussion ensued as to how the Curator III position would solve this and many other problems, e.g. if money for public building construction should dry up, the Curator III job would still exist because it would not be dependent on 5% of the percent for art budget.

Commissioner Sklar supported this plan.

Director Isaacs stated her desire to make State/Local a line item in the City budget. The money from the California Arts Council decreases yearly, and considering what this program does for the City at large, some money should be forthcoming to support it. \$10,000.00 to match the State money would be appropriate.

Director Isaacs listed other needs at the Arts Commission:

- a. another fulltime clerical staffperson,
- b. computers, plans for which are currently underway,
- c. Collections Management funds to repair damaged frames, glass, and other miscellaneous expenses,
- d. Administration money -- several thousand dollars-- e.g. telephones and postage have increased,
- e. modest NAP operating expenses increase, from \$1,000.00 to \$4-5,000.00,
- f. Festival money, so Arts Commission can produce an appropriate annual Festival again -- \$30,000.00.

These Program Requests will be presented at the December 21 Retreat, along with how they fit into the General Fund.

Commissioner Sklar suggested that Director Isaacs and Mr. Rumsey come up with some creative programming ideas to present at the Retreat, e.g. what would they like to see the Arts Commission do that it is not doing.

5. GENERAL FUND/Retreat Discussion (Continued)

Director Isaacs agreed, responding that this is why getting things allocated to the General Fund is critical, so that the Public Art Fund can be used for experimental and creative projects.

Dennis Rumsey stated that one of the priorities should be to try to pull from the General Fund, on a guaranteed annual basis, the monies necessary to support the continuous, ongoing programs.

While the Public Art Fund Account has been very benevolent this year, the Arts Commission cannot always look forward to seeing \$200,000.00 a year available for allocation; that is wholly dependent on how successful the POPS season is.

Commissioner Sklar accepted Director Isaacs' invitation to act as facilitator at the December 21 Retreat, with the Finance Committee leading off the discussion.

The Retreat will probably be held at the Majestic Hotel.

Commissioner Sklar requested that Director Isaacs and Mr. Rumsey prepare some budget pie charts for the Commissioners to study ahead of time, so a lengthy orientation will not be necessary.

6. UNFINISHED BUSINESS

None.

7. NEW BUSINESS

None.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 10:05 a.m.

Submitted by:



Lemora Martin
Acting Commission Secretary

THE HISTORY OF THE UNITED STATES

OF THE UNITED STATES OF AMERICA

FROM 1776 TO 1876

BY

JOHN B. HENNING

OF THE

UNIVERSITY OF CHICAGO

CHICAGO

1876

THE UNIVERSITY OF CHICAGO PRESS



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FEB 5 1990

SAN FRANCISCO
PUBLIC LIBRARY

A G E N D A

FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
5 FEBRUARY 1990
2:00 p.m.

Kimball's Restaurant - Grove and Franklin Streets

MAYOR
Art Agnos

I. BRIEF DESCRIPTION OF GRANTS REQUESTS FROM NEIGHBORHOOD ARTS PROGRAM WHICH WILL BE FORMALLY REQUESTED AT THE NEXT FINANCE COMMITTEE MEETING

COMMISSIONERS

Robert F. LaRocca
President

II. APPROVAL, AFTER DISCUSSION, OF REQUEST TO CALIFORNIA ARTS COUNCIL FOR \$50,500 BENEFITTING THE STATE/LOCAL PARTNERSHIP PROGRAM AND THE ARTS COMMISSION GALLERY.

Nancy Boas
Vice President

III. UNFINISHED BUSINESS

Vernon Alley
Stanley Eichelbaum
Jim Fowler

IV. NEW BUSINESS

Daniel Genera
Anne Healy
John Kriken
Mallia Mesa-Balms, Ph.D.
Tai Y. Okamoto
Dodie Rosekrans
Barbara Sklar

V. ADJOURNMENT

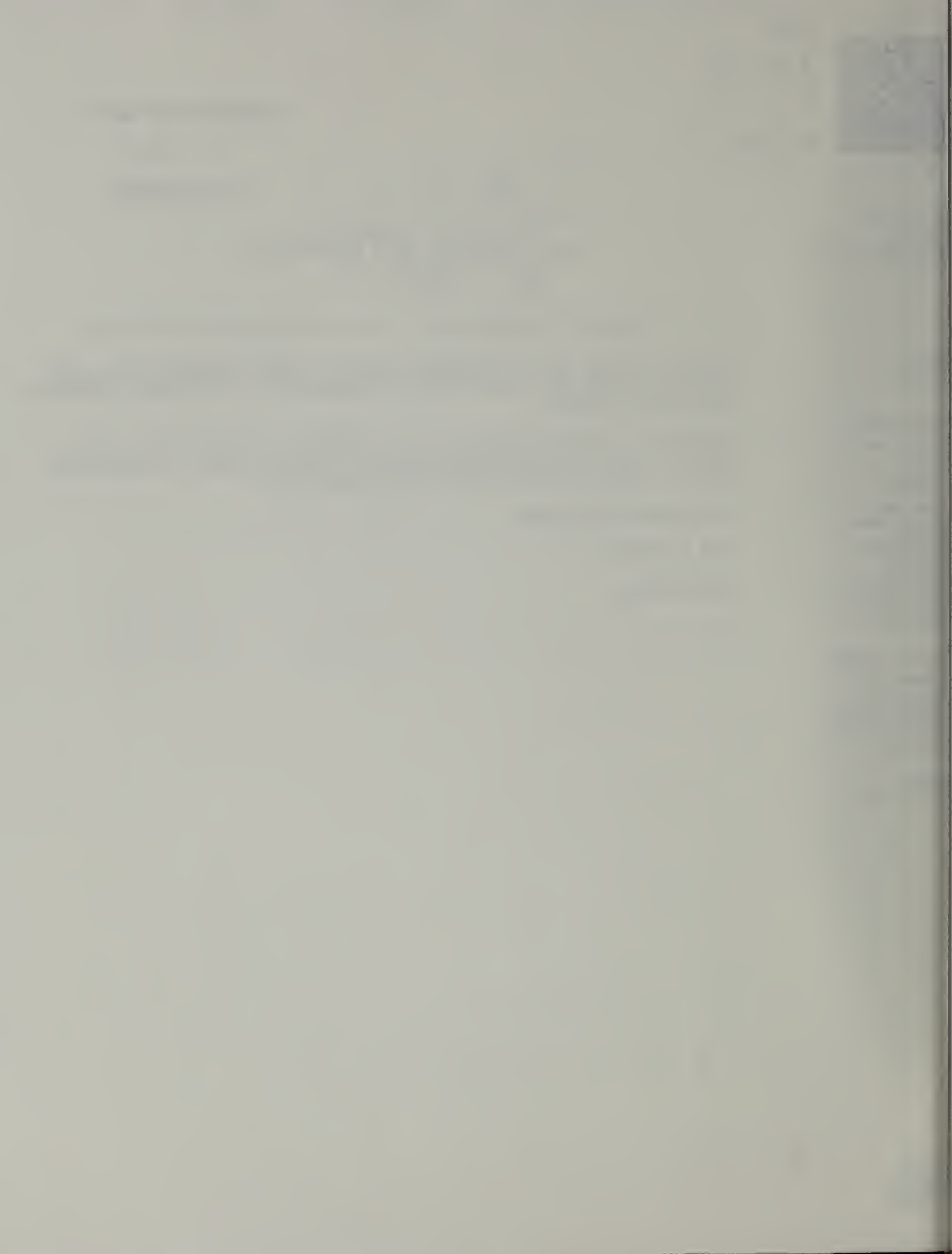
EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR

Claire N. Isaacs



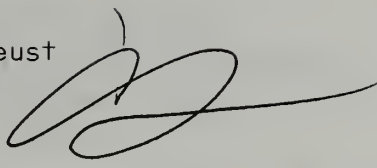


To: Members of the Finance Committee

From: Claire Isaacs, Director

Re: California Arts Council grant request

Date: February 1, 1990



The purpose of our meeting is to give approval for a request to the California Arts Council for \$50,500 through the STATE/LOCAL PARTNERSHIP PROGRAM grant category of the Arts Council.

This grant request is an annual request which we have participated in for ten years. For the past several years we have requested funds:

- I: Level I - this supports the basic administrative costs of the State/Local Partnership Program operation, partial payment of Leah Forbe's salary, rent, supplies. The CAC grants these funds almost automatically to the qualified local arts agency. It must be matched, but we have already budgeted for the match through the Public Art Fund.
- II. Level II - this portion of the grant allows a local arts agency to pursue programs. The programs include in our case:
 - a) continuation of ArtHouse, the highly successful referral program which we share with the California Lawyers for the Arts. CLA raises the necessary matching funds.
 - b) \$10,000 for continuation of the Arts Policy Plan Project, administrative assistant costs
 - c) \$18,000 for the Art Gallery, for certain ongoing programs, including education, installation, and graphic design

All of the above is consistent with and similar to the past two years grants application. The CAC has indicated they are interested in continuing to support these programs, which comply with their guidelines.

Approval will mean that the grant can be applied for by the grant deadline of February 26, 1990.

The program committees, Visual Arts and State/Local, have already approved the grants for content. There is no burden on the Arts Commission beyond that we have already assumed through the Public Arts Fund allocations. We would be obligated to continue our funding through the PAF to the Gallery and State/Local which we are already doing in the present fiscal year, continue through the 1990/91 fiscal year.

I highly recommend approval of this grant application, without which the State/Local Program cannot continue, Art House would end, and the Art Gallery would suffer a severe loss of staffing and programming funding.



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FEB 20 1990

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
5 FEBRUARY 1990
2:00 p.m.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

Kimball's Restaurant - Grove and Franklin Streets

Commissioner Sklar called the meeting to order at 2:10 p.m.

MAYOR
Art Agnos

COMMISSIONERS PRESENT

Barbara Sklar
Nancy Boas
Kim Fowler (arr. 2:40 p.m.)

COMMISSIONERS EXCUSED

Dodie Rosekrans

COMMISSIONERS

Robert F. LaRocca
President

Nancy Boas
Vice President

Vernon Alley
Stanley Eichelbaum

Jim Fowler
Daniel Genera

Anne Healy
John Kriken

Amalia Mesa-Lains, Ph.D.
Izumi Y. Okamoto
Dodie Rosekrans
Barbara Sklar

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Anne Meissner, SFAC Gallery Director
Anne Smith, Coordinator of Community Relations and Festivals
Leah Forbes, State/Local Partnership Program Coordinator
Jeanne Bogardus, Executive Director, Friends of the SFAC
Lemora Martin, Acting Commission Secretary

OTHERS PRESENT

Louise Jordan, Member, SFAC Gallery Advisory Board

EX OFFICIO MEMBERS

1. Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

BRIEF DESCRIPTION OF GRANTS REQUESTS FROM NEIGHBORHOOD ARTS
PROGRAM AND OTHER BUDGET REQUESTS

Director Isaacs opened discussion of several budget items:

Curator II positions/Art In Public Places Program

Director Isaacs reported that she has been conferring with the Civil Service Classifications Director. It is possible that the AC, if it has the money, will not have to go through the entire budget process to add another position for this program since it is not funded by the General Fund. It may be possible to upgrade one position so that it can be supervisory to the others.

Architect position/Civic Design Review

Director Isaacs stated that City Architect Norman Karasick advises that the correct level for this position is Architect 5268, as it is a licensed architect. He is assisting with developing the job description.

Director Isaacs proposed changing the fiscal year for the Public Art Fund requests to January through December, from July through June, to coincide with the time frame for availability of monies. This should ease the cash flow problems experienced by State/Local, the Gallery, and the Neighborhood Arts Program (NAP). She proposed doing a current budget for July through December, 1990 only; determination of everyone's needs for this period will be





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I. BUDGET REQUESTS/Public Art Fund Requests/Discussion (Continued)

made during the next two Finance Committee Meetings. In August, budget needs will again be determined for January - December, 1991. There is money in the Public Art Fund now for July - December.

Commissioner Sklar noted that the NAP requests will be voted on at today's meeting, rather than at the next Finance Committee Meeting, as stated on the Agenda.

Director Isaacs added that next month, the NAP Hotel Tax Fund requests will be voted on. Today, the NAP Cultural Center requests will be voted on.

Summary of Requests:

Bayview Opera House: \$5,000 for materials and supplies for recording studio and darkroom; essential office equipment of word processor and printer; will improve earned income capability of Center and save on graphics expenses.

Mission Cultural Center: \$5,000 for drapes to separate hallway from theater and darken theater space and for lobby design and materials to begin project of area for concessions and retail sales which will increase earned income to the Center.

South of Market: \$5,000 to improve access to theater space and complete walls to enclose theater space, which will increase use of theater and potential for rental income.

Western Addition: \$5,000 for theater maintenance, supplies and wiring; Gallery lighting, administrative office and lobby refurbishment; to increase appeal for rental of theater and improved earned income to the Center.

The following recommendation was made for presentation to the full Commission at today's Regular Monthly Meeting:

RESOLVED, that the Arts Commission approves allocation by the Director of Cultural Affairs in the amount of \$20,000 total from the Arts Commission's Public Arts Fund for facilities enhancement and special projects, to be divided equally among the four Cultural Centers.

Moved: Barbara Sklar
Consensus: Unanimous

Commissioner Sklar reiterated the necessity of advance financial planning so that when priorities are discussed, this Committee can know where the money is on a regular basis. She cited two priorities that will probably not get funded by the City -- the Gallery Marketing Study and the NAP Study -- and suggested the Friends assist with investigating some outside funding sources.

I. BUDGET REQUESTS/DISCUSSION (Continued)

She requested a list of Friends Advisory Board Members, with a list of who knows who in what foundation; also, a list cross-referencing Arts Commissioners with contacts in various foundations. She stressed the need to begin to fundraise from the private sector.

POPS Discussion

Director Isaacs briefly described current negotiations for the upcoming POPS concerts. She expressed a desire, with Commissioner Sklar's support, that at least two Arts Commissioners will participate in discussions with El Paso Natural Gas Corporation, who underwrite the opening night.

Discussion occurred regarding the AC relationship with El Paso. Commissioner Boas suggested getting a larger grant from them in exchange for a Gannett advertisement poster featuring El Paso's logo, on the bus shelters. Everyone enthusiastically concurred.

End of Discussion.

II. APPROVAL, AFTER DISCUSSION, OF REQUEST TO CALIFORNIA ARTS COUNCIL FOR \$63,000 BENEFITTING THE STATE/LOCAL PARTNERSHIP PROGRAM AND THE ARTS COMMISSION GALLERY.

Leah Forbes corrected the amount to be \$63,000.00, rather than \$50,500.00 stated on the Agenda.

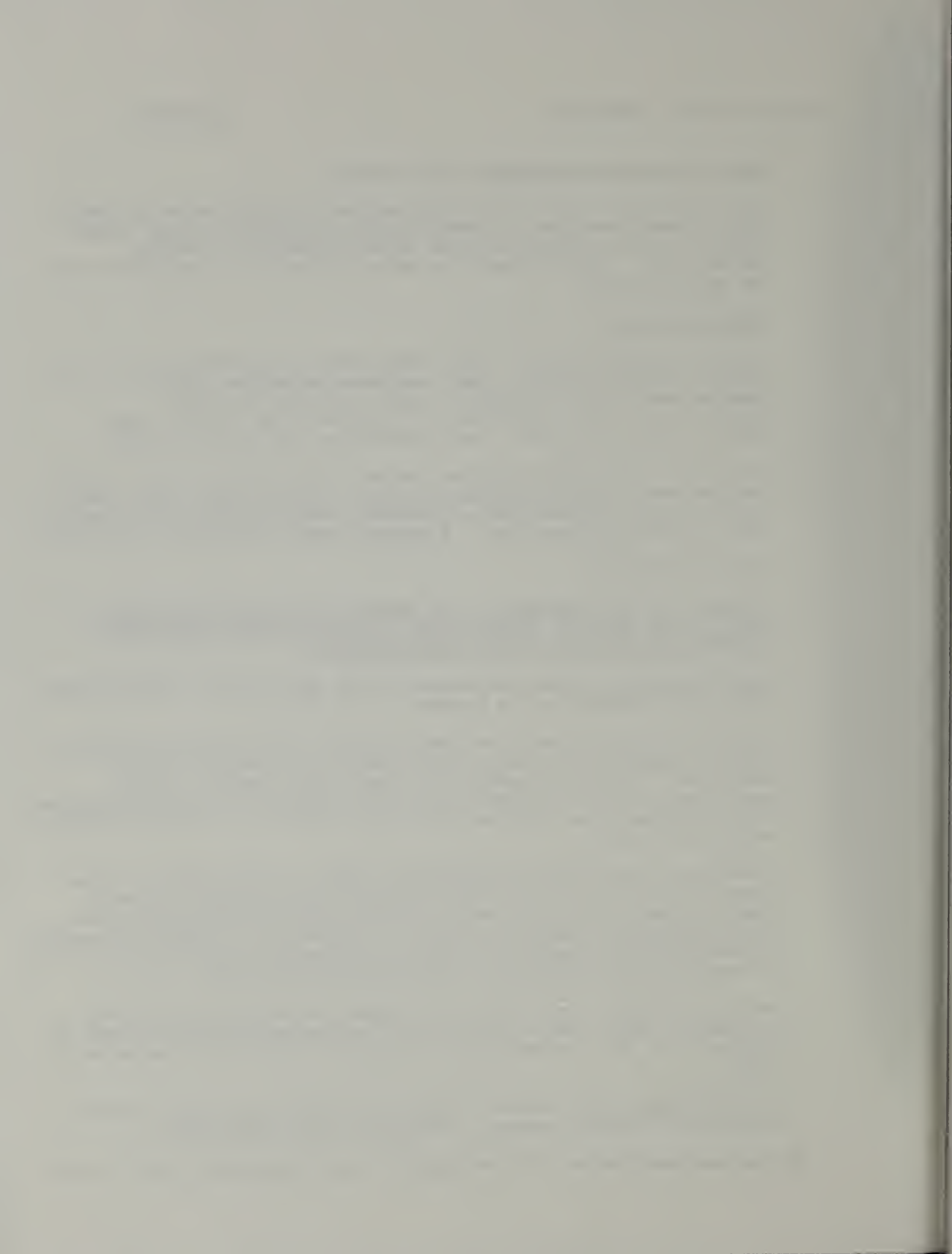
Director Isaacs briefly defined Levels I and Level II funding. Level I supports the basic administrative costs of Program operation -- partial payment of Leah Forbes salary, rent, supplies; Level II allows a local arts agency to pursue programs, e.g. Arthouse, the Arts Policy Plan Project, and the Gallery's ongoing programs.

Discussion occurred with emphasis, again, on the need to know ahead of time and the process whereby the Programs arrive at their budget priorities and bring them before the Commission. Jeanne Bogardus stated that ways in which the Friends can assist the AC with development should be discussed at the upcoming joint Friends Advisory Board/Arts Commissioners meeting.

Gallery Director Anne Meissner stated she would like further discussion, at a later time, of the proposed Marketing Study of the Gallery, as discussed at the Special Meeting of December 21, 1989.

Anne Meissner distributed information relating to the Gallery portion of the CAC request, \$18,000.00 (see attached).

Commissioner Fowler arrived during this discussion, at 2:40 p.m.



II. CALIFORNIA ARTS COUNCIL GRANT REQUEST (Continued)

She expressed her frustration at being notified last Thursday that these items must be discussed and voted on today, Monday, with so little notice.

Jeanne Bogardus responded that the AC needs to create a grant submittal calendar.

End of discussion.

The following recommendation was made for presentation before the full Commission at today's Regular Monthly Meeting:

RESOLVED, that the San Francisco Arts Commission, through A
the Friends of the San Francisco Arts Commission, applies
for, accepts and expends a grant from the California Arts
Council's State/Local Partnership Program in the amount
of \$63,000.00 for the following purposes:

\$12,500.00 Level I funding for the State/Local Partnership
Program Coordinator's salary, with a match from the Public
Art Fund;

\$50,500.00 Level II funding in the following amounts:

\$22,500.00 for the ArtHouse Project, with \$15,000 being
allocated to the Project Manager and \$7,500 to a part time
program assistant, with a match provided by California
Lawyers for the Arts;

\$10,000.00 for a part time State/Local Program Assistant to
provide support for the implementation of the Arts Policy
Plan, with office rent acting as matching funds and the
balance from the Public Art Fund;

\$18,000.00 to expand the Arts Commission Gallery's "Exploration:
City Site" from single artist's work to collaborative
installations, and to continue artistic, curatorial, and
critical honoraria, technical and administrative assistance,
and materials in support of exhibitions; to be matched by
foundations and the Public Art Fund.

III. UNFINISHED BUSINESS

Discussion returned to the necessity of scheduling Finance
Committee Meetings in advance and the difficulties of meshing
everyone's schedules. It was agreed to meet at 9:00 a.m. on
February 20.

IV. NEW BUSINESS

Commissioner Boas stated that the bus shelter posters -- promised
by Gannett -- advertising San Francisco cultural events in the
wake of the October 17, 1989 earthquake, have not yet appeared.

ORIGINAL ARTICLES

THE EFFECT OF THE VARIOUS FACTORS IN THE PRODUCTION OF THE ACUTE INFLUENZA

BY DR. J. H. HAY, CHICAGO, ILL.

THE ACUTE INFLUENZA IS A DISEASE OF THE RESPIRATORY TRACT, AND IS CHARACTERIZED BY A SHARP ONSET, A RAPID COURSE, AND A TENDENCY TO RECURRENT.

IT IS CAUSED BY A SPECIFIC INFECTION, AND IS TRANSMITTED BY CONTACT WITH THE DISEASED INDIVIDUAL, OR BY THE INHALATION OF THE AIR CONTAMINATED WITH HIS EXPIRATIONS.

THE DISEASE IS CHARACTERIZED BY A SHARP ONSET, A RAPID COURSE, AND A TENDENCY TO RECURRENT.

THE DISEASE IS CAUSED BY A SPECIFIC INFECTION, AND IS TRANSMITTED BY CONTACT WITH THE DISEASED INDIVIDUAL, OR BY THE INHALATION OF THE AIR CONTAMINATED WITH HIS EXPIRATIONS.

THE DISEASE IS CHARACTERIZED BY A SHARP ONSET, A RAPID COURSE, AND A TENDENCY TO RECURRENT.

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IT IS CAUSED BY A SPECIFIC INFECTION, AND IS TRANSMITTED BY CONTACT WITH THE DISEASED INDIVIDUAL, OR BY THE INHALATION OF THE AIR CONTAMINATED WITH HIS EXPIRATIONS.

IV. NEW BUSINESS (Continued)

Leah Forbes responded that Dorothe Madsen, Director of Arts and Tourism, under whose responsibility this lies, told her by telephone last December that a major advertising campaign would begin in January, 1990. However, Dorothe Madsen resigned at the end of December. Leah Forbes stated she would follow up with a phone call to the new Director, Mary Beth Cavanaugh.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 2:55 p.m.

Submitted by:

A handwritten signature in cursive script, reading "Lemora Martin".

Lemora Martin
Acting Commission Secretary



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A G E N D A
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
20 FEBRUARY 1990
9:00 a.m.

45 Hyde Street - Room 319

- I. ROLL
- II. APPROVAL OF MINUTES 02/05/90
- III. NEIGHBORHOOD ARTS PROGRAM/HOTEL TAX FUND APPLICATION
- IV. ARTS COMMISSION GALLERY
 - A. Increase in application to Bank of America from \$2,500.00 to \$5,000.00
 - B. Approval of application to LEF Foundation in the amount of \$15,000.00
- V. DISCUSSION OF PUBLIC ART FUND/JULY - DECEMBER 1990
- VI. DISCUSSION OF MARKET STREET SPECIAL FUNDS
- VII. STAFFING, MARKET STREET ART IN PUBLIC PLACES (JILL MANTON)
- VIII. FUNDING OF PERCENT FOR ART ADMINISTRATION
- IX. FESTIVAL COMMITTEE REQUEST FROM FESTIVAL 2000 MASK PROJECT
- X. APPROVAL OF STATE/LOCAL PARTNERSHIP PROGRAM'S MULTI-CULTURAL ARTS SURVEY CONTRACT WITH PUBLIC RESEARCH INSTITUTE
- XI. BUDGET UPDATE/PRIORITIES & POSSIBILITIES
- XII. UNFINISHED BUSINESS
- XIII. NEW BUSINESS
- XIV. ADJOURNMENT

5 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

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Art Agnos

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President

Amy Boas
Vice President

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MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION

205 FEBRUARY 1990

9:00 a.m.

45 Hyde Street - Room 319

Commissioner Sklar called the meeting to order at 9:10 a.m.

I. ROLL

COMMISSIONERS PRESENT

Barbara Sklar

Nancy Boas

Kim Fowler (arr. 9:10 a.m.)

COMMISSIONERS EXCUSED

Dodie Rosekrans

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs

Dennis Rumsey, Assistant Director, SFAC

Anne Meissner, SFAC Gallery Director

Anne Smith, Coordinator of Community Relations and Festivals

Fe Bongolan, Assistant Director, Neighborhood Arts Program

Leah Forbes, State/Local Partnership Program Coordinator

Jeanne Bogardus, Executive Director, Friends of the SFAC

Lemora Martin, Acting Commission Secretary

II. APPROVAL OF MINUTES 02/05/90

Commissioner Boas MOVED, and Commissioner Sklar SECONDED approval of the Minutes of the Committee Meeting of 02/05/90.

III. NEIGHBORHOOD ARTS PROGRAM/HOTEL TAX FUND APPLICATION

Director Isaacs stated that NAP is applying, as it does annually, for a grant from the Hotel Tax Fund for \$,149,050.00. This is an ongoing funding source to be used for several purposes: The Cultural Centers, Chinatown Neighborhood Arts, community arts programs, and the Sheriff's Department Re-entry Arts Program. This request represents an increase of 10% this year over 1989/90.

Anne Smith stated that Sharon Coombs and Kary Schulman of Grants For the Arts are very supportive and encouraged reapplication. This money is almost half the overall NAP budget of \$277,050.00. It covers program costs of above-mentioned programs in the community, administered through NAP.

After brief discussion, the following recommendation was made for presentation before the full Commission on 5 March, 1990:

MOTION TO AUTHORIZE the Director of Cultural Affairs
to apply for, accept, and expend, on behalf of the
Neighborhood Arts Program, a grant from the Hotel
Tax Fund Grants For The Arts Program in the amount

A

Hyde Street
Suite 319
San Francisco, CA 94102
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t Agnos

OMMISSIONERS
Robert F. LaRocca
President

ancy Boas
ce President

ernon Alley
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Residents of the
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Library Commission,
Planning Commission,
Creation and Park
Commission

IRECTOR
Claire N. Isaacs



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III. NAP/HOTEL TAX FUND RECOMMENDATION (Continued)

of \$149,050.00, to be administered through the Neighborhood Arts Program, for contractual program costs in the following amounts:

<u>Cultural Centers</u>	\$34,000.00
<u>Chinatown Neighborhood Arts</u>	36,300.00
<u>Programs in the Community:</u>	
Visitacion Valley	17,500.00
Sunset District	6,500.00
Richmond District	6,500.00
Tenderloin (Hospitality House)	17,500.00
Potrero Hill Neighborhood House	13,250.00
SF Sheriff's Department Re-Entry Arts	17,500.00

Moved: Nancy Boas

Consensus: Unanimous

IV. ARTS COMMISSION GALLERY

- A. Increase in application to Bank of America from \$2,500.00 to \$5,000.00.

Anne Meissner stated that both Marti Campbell and Bonnie Earls-Solari, of the Curatorial Department of B of A, recommend that the Gallery's request to Bank of America Foundation be increased from \$2,500.00 to \$5,000.00.

The following Recommendation was made for presentation before the full Commission on 5 March, 1990:

MOTION TO APPROVE an increase in the San Francisco Arts Commission Gallery's application to the Bank of America Foundation from \$2,500.00 to \$5,000.00. A

Moved: Nancy Boas

Consensus: Unanimous

Commissioner Fowler arrived at 9:15 a.m.

- B. Approval of application to LEF Foundation in the amount of \$15,000.00 - Discussion

Anne Meissner stated that the LEF Foundation is very interested in funding something at the Gallery, particularly the outdoor projects.

The Gallery had not previously approached LEF because the Arts Commission's Market Street Art Enrichment Program was already applying to them, but Ms. Meissner was assured by LEF that multiple applications from the Arts Commission would not pose a problem.

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IV. GALLERY/LEF Foundation Discussion (Continued)

The grant request will be \$15,000.00. The Gallery has received this amount from Security Pacific Bank in the past, but they may not be interested in giving the Gallery money this year. They will be opening their own Gallery at 50 California Street.

LEF will not, however, grant money until October. Commissioner Sklar suggested applying for another Security grant anyway. Ms. Meissner also noted that a group has been allocated a sizeable sum of money from Festival 2000 to do an outdoor piece at the Gallery during the summer.

Some discussion occurred concerning two grant applications coming from the Arts Commission simultaneously. Director Isaacs stated that she would talk to Art in Public Places Coordinator Jill Manton concerning the status of the Market Street grant application to LEF, and explore the possibility of combining the two requests into one package. Anne Meissner concurred.

Following this discussion, Anne Meissner departed at 9:25 a.m.

V. DISCUSSION OF PUBLIC ART FUND/JULY - DECEMBER 1990

Director Isaacs stated that after determining the amount left in the PAF, she will request that those experiencing cash flow problems from July to December -- State/Local and the Gallery -- submit a budget for this time. This will not involve an increase in allocation, but rather will make the calendar congruent with their cash needs timetable. Also, she would like everyone to begin to plan a calendar for January - June, 1991.

VI. DISCUSSION OF MARKET STREET SPECIAL FUNDS

Director Isaacs stated that the AC will receive three special funds from the Gannett transit shelter advertising revenues: The Gannett Transit Shelter Fund, the Youth Arts Fund, and The Market Street Art In Transit Fund.

As a condition of approval, the Board of Supervisors wanted review and approval each time the money is spent. However, they agreed to submission of a yearly spending projection, to avoid our having to request a supplemental approval each time we wish to spend money. This submission will be part of the yearly budgetary process.

Total 1190-91 allocations are:

Market Street Art in Transit Program	\$368,000.00
(Design Team/Individual art competitions)	

VI. MARKET STREET SPECIAL FUNDS/Discussion (Continued)

Youth Arts Fund	\$ 75,000.00
(various school and community children's art programs and an anti graffiti project)	
Gannett Transit Shelter Fund (maintenance and temporary installations)	\$ 50,000.00

Discussion of the projected budgets of the three funds occurred:

Market Street Art In Transit

This fund is for the purchase of art for Market Street. Director Isaacs described a series of workshops where the street was studied from the Embarcadero to Castro Street, to determine what sorts of things people would like to see. Commissioner Sklar asked who the design team is, and Director Isaacs and Commissioner Boas responded that there is a competition currently underway to select it. The decision will be made by Art In Public Places Coordinator Jill Manton and the Leonard Hunter design team. Commissioner Sklar felt that a representative from the Visual Arts Committee should be on that team, since the AC is ultimately responsible for the resulting art that will be placed on Market Street. Some further discussion occurred concerning publicity for this competition, and the paucity of response to it. Commissioner Sklar noted that publicity costs are not included in the projected expenses for the competition portion of the budget. Commissioner Boas noted that Jill Manton has extended the deadline, in hopes of a greater response.

Director Isaacs stated that this project has been underway for several years, and she feels it is going well. Commissioner Boas concurred that it is being handled very professionally. In response to Commissioner Boas' question, Director Isaacs stated she did not know if the competition was still open or not.

Commissioner Boas asked if the line item, '3 Projects at \$30,000 each, totalling \$90,000', referred to contestants in the design competition, or to winners. Director Isaacs said she would refer the question to Jill Manton. \$141,250 is the amount needed to be set aside for her to operate this project in 1990-91.

Director Isaacs stated that the money for the first item, \$368,000.00, is already on the AC books, but the projected amount to be spent in 1990-91 is \$141,250. The purpose of the budget sheet is to comply with the annual budget submission to the Mayor's Office, and to show this year's expenses against the total budget, and the remaining balance of \$226,750. This balance will be held over to next year.

Gannett Transit Shelter Fund (Maintenance)

This money will come to the AC each year from Gannett, and will appreciate each year by 10% This year's total allocation is

VI. MARKET STREET SPECIAL FUNDS (Continued)

\$50,000, to be used for maintenance of historic sculptures on Market Street and temporary art installations in the bus shelters. The budget sheet shows a breakdown of projected expenses.

Youth Arts Fund

Director Isaacs noted that the Market Street and Gannett budgets were prepared by Jill Manton, while she prepared the Youth Arts Fund budget.

She stated that she made the allocation for the Youth Arts Festival, \$10,000.00, from a recommendation by the Festival Committee. Heretofore, this has been funded by the PAF, but it is now possible to fund it from this source.

Some discussion occurred concerning the Festival 2000 Masks Project in Schools, \$20,000.00, which Anne Smith stated that the Festival Committee has approved and recommended.

Director Isaacs recommended that since the YAF, \$75,000 total, will not become accessible until July, the Mask Project be funded out of the PAF, which will then be replenished.

Director Isaacs continued down the list of YAF allocations, stating her goal as feeding the money into existing programs, -- e.g. the Gallery's children's art appreciation program, mini-grants to the Cultural Centers' children's programs, the inner city schools Youth Arts Festival program, etc. -- rather than setting up a whole new superstructure.

The anti-graffiti leaning was important to the approval by the Board of Supervisors.

Commissioner Sklar stated that the Youth Arts Fund budget is too fragmented, giving the appearance of dropping little bits of money here and there on various programs, rather than allocating it as a result of recommendations from the actual program committees. She stated that, once again, the Committee is approving something without having gone through the process that they are trying to get in place for approval.

Director Isaacs agreed, but stated that this list can be revised, and that it is necessary to submit a list of projected 1990-91 expenses to the Mayor's Office as part of the overall AC budget. She stated that the \$75,000.00 figure is consistent with the amount of money requested in the first place and is also consistent with the legislation and the justifications given for it.

Discussion turned to the genesis of the Youth Arts Fund, originally, exclusively an anti-graffiti concern. Commissioner

ORIGINAL ARTICLES

1. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

By J. H. HARRIS, M.D.

2. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

3. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

4. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

5. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

6. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

7. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

8. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

9. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

10. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

11. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

12. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000.)

VI. MARKET STREET SPECIAL FUNDS/Discussion (Continued)

Boas noted that spending only \$12,500.00 of the \$75,000.00 on it might be objectional to the Board. She recommended enlarging this aspect. Commissioner Sklar concurred, saying that the three items immediately preceding this one -- NAP mini-grants to Cultural Center Children's Programs, \$10,000, Chinatown NAP youth program, \$2,500.00, Community festivals for youth, \$5,000.00 -- could all be defined as anti-graffiti activities at the Centers and combined with the \$12,500.00 in one package.

Commissioner Boas reported that artist Alonzo Davis stated, at a recent symposium she attended, that graffiti is an artistic statement of some young people, and that we need to recognize this creative impulse, and take it into consideration.

More discussion concerned channeling and diverting children's energy into creative community programs. Director Isaacs stated that in her initial testimony before the Board, everyone agreed to a broad-based community program to deal with graffiti, rather than a narrow one.

End of Discussion.

Leah Forbes noted that since this is all new money, there are two such new grant opportunities; the California Arts Council Challenge Grant, based on new money, that must be matched two to one, depending on your budget; and the locals program of the NEA. Some discussion followed concerning coordination of all projects funded from the forthcoming Gannett monies, and how these might be used as a match for such grants. A meeting was proposed among State/Local, NAP and the Friends to concoct a strategy.

VII. STAFFING, MARKET STREET ART IN PUBLIC PLACES

Item deleted.

VIII. FUNDING OF PERCENT FOR ART ADMINISTRATION

Director Isaacs reviewed the way administrative costs are paid for in the percent for art program. She expressed the need to find more money to pay for them, as this Program is staffing up. The Moscone fund has only \$8,000.00 left to spend on administration, even though there is \$800,000.00 to spend on art. Moscone II has been in discussion for 2-3 years. Initially there was \$35,000.00 to \$40,000.00, and now \$8,000.00 is left.

Commissioner Sklar -- playing Devil's advocate -- stated that the Board could say, why didn't you make your decisions 2-3 years ago; you haven't been able to do the job in this time, so we're giving the whole project to someone else.

Director Isaacs stated that she had informed the former Commission, and is informing the present Commission, that it is

VIII. FUNDING OF PERCENT FOR ART ADMINISTRATION (Continued)

imperative to make a decision on this issue so that more funds can be found for the administration of the Percent For Art Program. Either the Arts Commission must act soon to change the Ordinance to provide more than 5% administrative fee, or staff must go to the Board of Supervisors on each project to get the amount changed, including the Moscone Center project. Although income is projected for many future projects, the amount for administration of them is too little and can hurt the progress of the work by threatening the stability of the funding for staff, and thus affecting continuity. She referred to the "PIE" chart prepared for the December 21 special meeting of the AC on finances, which indicates that although 43% of the entire budget is for the purchase of art, only 1.68% is for administration of the Percent for Art Program.

She strongly urged the Commissioners to authorize her to go before the Board of Supervisors to allow for more than 5% on certain projects. Otherwise, in a year it may not be possible to maintain staffing. She reported that it is possible to make the Percent for Art in Public Places staff permanent under the Civil Service, but that it costs nearly 25% more in benefits.

Commissioner Sklar responded that now is not the time to go before the Board asking to release art money to pay for administrative costs. The AC already has an important request coming up in the supplemental appropriation for rent of space at 25 Van Ness Avenue, and that is the first priority. This is not the right time to make this other request.

Director Isaacs requested an assurance, in this case, that the AC may use money from the PAF to pay salaries.

Commissioner Sklar responded that she cannot make that assurance. She would rather assure the Director that if we are moved in three months, with everything signed and sealed, then the AC will support her. Commissioners Boas and Fowler concurred. Commissioner Sklar agreed that it is ridiculous to administer so much, with so little, but to go to the Board now would be unwise.

Director Isaacs noted that ours is the only percent for art program in the country with only 5% for administration. Commissioner Sklar inquired if she knew of two other cities in the state who administer their programs on more than 5%. Director Isaacs stated that yes, we have an abundance of documentation of other cities' programs, some of which spend as much as 20%.

IX. FESTIVAL COMMITTEE REQUEST FROM FESTIVAL 2000 MASK PROJECT

Anne Smith stated that the Festival Committee approved this project, following a presentation by Pamela Mason and Hector Perez, which would pair a professional artist with a student.

PROCEEDINGS OF THE SOCIETY FOR THE STUDY OF THE HISTORY OF SCIENCE

The first of the papers read at the meeting was by Mr. J. H. Poincaré, of the University of Paris, on the subject of the 'Dynamical Systems'. The paper was a continuation of the work done by Poincaré in his paper read at the meeting of the Society in 1898. It dealt with the problem of the stability of motion in dynamical systems, and showed that the problem was equivalent to the problem of the stability of the motion of a rigid body. Poincaré's results were of great importance, and have since been used in many other parts of physics and mathematics.

The second paper was read by Mr. G. H. Hardy, of the University of Cambridge, on the subject of 'The Theory of Numbers'. Hardy's paper was a survey of the progress of the theory of numbers since the time of Gauss. He dealt with the theory of quadratic forms, the theory of algebraic numbers, and the theory of transcendental numbers. Hardy's paper was a masterpiece of clarity and insight, and has since become a classic work in the theory of numbers.

The third paper was read by Mr. H. Poincaré, of the University of Paris, on the subject of 'The Theory of Functions'. Poincaré's paper was a survey of the progress of the theory of functions since the time of Cauchy. He dealt with the theory of analytic functions, the theory of meromorphic functions, and the theory of automorphic functions. Poincaré's paper was a masterpiece of clarity and insight, and has since become a classic work in the theory of functions.

The fourth paper was read by Mr. J. H. Poincaré, of the University of Paris, on the subject of 'The Theory of Groups'. Poincaré's paper was a survey of the progress of the theory of groups since the time of Galois. He dealt with the theory of permutation groups, the theory of linear groups, and the theory of projective groups. Poincaré's paper was a masterpiece of clarity and insight, and has since become a classic work in the theory of groups.

IX. FESTIVAL 2000 MASK PROJECT (Continued)

The Commission is being asked to be a partner in this project, and will be credited as such. Other funding sources are: McKesson, Rockefeller, Arts Commission, Simpson Paper, and US Air. McKesson's funds have been secured. The mask project will begin in September.

After some discussion, the Committee made the following recommendation for presentation to the full Commission on 03/05/90:

MOTION TO APPROVE the Festival Committee Request for A
\$20,000.00, from the Public Art Fund, for the Festival
2000 Mask Project.

Moved: Kim Fowler
Consensus: Unanimous

This is a loan, to be reimbursed in July when the Youth Arts Fund Monies become available.

X. APPROVAL OF STATE/LOCAL PARTNERSHIP PROGRAM'S MULTI-CULTURAL ARTS SURVEY CONTRACT WITH PUBLIC RESEARCH INSTITUTE

Leah Forbes stated that \$4,486.00 is needed to complete an approval of \$5,514.00 requested previously. The project is to do an inclusive survey -- of all ethnic focuses -- of all the multi-cultural arts groups in San Francisco. It will fulfill two requirements: It will be used in terms of the Arts Policy Plan, to ensure that there is a thorough understanding of the impact of multi-cultural arts in the City; just as there is another project, nearly completed, of a survey of the for-profit arts-related businesses in San Francisco. Both studies follow up on the study done two years ago of the economic impact of non-profit arts groups.

Leah Forbes stated that the total contract with PRI will be for \$10,000.00. Part of the funds will come from the supplemental allocation by the City, of which \$5,514.00 has already been approved. The balance of \$4,486.00 will come from a grant from the San Francisco Foundation, through the Friends of the SFAC, which needs AC approval. The SLPP Committee approved the second amount at last Thursday's meeting. This is a split approval because the Program Committee found out about the SF Foundation money after having approved the supplemental allocation.

Commissioner Boas wished to know why a multi-cultural arts survey has not already been done as part of the APP. Commissioner Fowler responded that it is a separate process; more of a gathering of data around San Francisco to give a base of information.

ORIGINAL ARTICLES

THE EFFECT OF THE VARIOUS FACTORS IN THE PRODUCTION OF THE ACUTE INFLUENZA

BY DR. J. H. HAY, CHICAGO, ILL.

Read before the American Medical Association, Chicago, Ill., June 15, 1900.

THE ACUTE INFLUENZA is a disease of the respiratory tract, characterized by a sudden onset of fever, malaise, and a profuse discharge from the nose and throat.

INTRODUCTION

The acute influenza is a disease of the respiratory tract, characterized by a sudden onset of fever, malaise, and a profuse discharge from the nose and throat.

The disease is caused by a virus which is transmitted from one person to another by direct contact or by the air.

The virus is present in the nasal secretions and in the sputum of the infected person.

The disease is characterized by a sudden onset of fever, malaise, and a profuse discharge from the nose and throat.

The disease is caused by a virus which is transmitted from one person to another by direct contact or by the air.

The virus is present in the nasal secretions and in the sputum of the infected person.

The disease is characterized by a sudden onset of fever, malaise, and a profuse discharge from the nose and throat.

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The disease is characterized by a sudden onset of fever, malaise, and a profuse discharge from the nose and throat.

The disease is caused by a virus which is transmitted from one person to another by direct contact or by the air.

X. APPROVAL/STATE/LOCAL M-C ARTS SURVEY CONTRACT (Continued)

In response to further questions concerning the multi-cultural arts survey, Leah Forbes responded that 200 arts groups have been identified and are on a data base. A questionnaire is being developed. S/L will make follow-up calls, to ensure as high a return as possible. PRI will give guidelines on how to follow up with merchants, e.g. stores, restaurants, etc. near a performing arts facility, that stay open in the evening. They will be queried about the impact of the activity on neighborhood businesses.

Some further discussion followed, with the Committee making the following recommendation for presentation at the 03/05/90 full Commission meeting:

WHEREAS, The Arts Commission has approved a contract A
fee of \$5,514.00 for the services of the Public
Research Institute at S.F. State University for
work on a Multicultural Arts Survey; and

WHEREAS, The total fee necessary to complete this work is
\$10,000; therefore be it

RESOLVED, That the Arts Commission hereby approves the
additional sum of \$4,486.00 to be paid to Public
Research Institute of San Francisco State University
to complete its work on the Multicultural Arts
Survey.

Moved: Nancy Boas
Consensus: Unanimous

XI. BUDGET UPDATE/PRIORITIES AND POSSIBILITIES

Director Isaacs stated that she met with budget analyst Teresa Serata last week, and eyebrows were raised at the list of AC requests in a time of austerity. She had stated that the Commission feels it is time the Mayor's Office know what our real needs are.

She stated that we might get a favorable response on the half-time Civic Design position. The studies -- the Gallery and NAP -- will likely not be approved. For this year, the full time Public Art Curator position is a lost cause. Some discussion followed.

Director Isaacs stated that the highest priorities are reinstatement of NAP, the Gallery, and administration. Reinstatement of the Arts Festival is less important. Some money could come out of the Youth Arts Fund for this.

Some discussion of the Civic Design position occurred, with Director Isaacs mentioning that the Budget Analyst recommended

XI. BUDGET UPDATE (Continued)

exploring a Charter change to allow charging fees for civic design review. Dennis Rumsey stated that it has been looked into, and would involve politicking the change through City Hall and the Architecture, Engineering, and Recreation and Parks Departments. The Commissioners felt this was not worth it.

Commissioner Sklar recommended exploring alternative funding sources for the Gallery and NAP studies, originally discussed at length at the Special Meeting of December 21, 1989.

Director Isaacs stated that discussion has occurred with the Locals Program of the NEA for years without result, because our goals were not clear and there was no readily identified source for a match. However, this could change, particularly since the AC has pinpointed these specific studies. She suggested going to Washington, D.C. at some future point, to personally lobby Director Richard Huff. Some discussion followed.

The Lease

Two weeks ago, Director Isaacs discovered, third hand, having signed the lease on 25 Van Ness Avenue -- after 3 months of work -- that the Library may not need to evict us from 45 Hyde Street, after all. She made her displeasure known to the City Librarian, regarding this turn of events. However, the Budget Analyst was supportive to the move citing inaccessibility, improper art storage, no meeting space, and staff morale. She stated this was the first time in seven years she has heard anyone refer to staff morale, which was most uplifting. Besides, the reality is, we will eventually have to move anyway. The hearings on our supplemental appropriation will be heard before the Board of Supervisors within 2-3 weeks.

XII. UNFINISHED BUSINESS

Jeanne Bogardus requested that fundraising strategies be a major agenda item at the next Committee meeting on March 20. She has been doing a lot of research and would like to bring her thoughts to this meeting. Commissioner Sklar concurred.

It was agreed to meet next at 9:00 a.m. on March 20.

XIII. NEW BUSINESS

None.

XIV. ADJOURNMENT

There being no further business, the meeting adjourned at 10:40 a.m. Submitted by:

Lemora Martin, Acting Commission Secretary

The first part of the paper is devoted to a general discussion of the problem.

In the second part, we shall consider the case of a single particle.

In the third part, we shall consider the case of a system of particles.

In the fourth part, we shall consider the case of a continuous medium.

In the fifth part, we shall consider the case of a fluid.

In the sixth part, we shall consider the case of a solid.

In the seventh part, we shall consider the case of a gas.

In the eighth part, we shall consider the case of a plasma.

In the ninth part, we shall consider the case of a superconductor.

In the tenth part, we shall consider the case of a semiconductor.

In the eleventh part, we shall consider the case of a dielectric.

In the twelfth part, we shall consider the case of a magnetic material.

In the thirteenth part, we shall consider the case of a piezoelectric material.



SF
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3/20/90

MENTS DEPT.
MAR 19 1990

SAN FRANCISCO
PUBLIC LIBRARY

A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
03/20/90
45 Hyde Street - Room 319
9:00 a.m.

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

I. ROLL

II. APPROVAL OF MINUTES OF 02/20/90

III. PUBLIC ART FUND/July - December 1990 requests to bridge half-year Funding:

COMMISSIONERS

- Robert F. LaRocca
President
- Nancy Boas
Vice President
- Vernon Alley
- Stanley Eichelbaum
- Kim Fowler
- Daniel Genera
- Anne Healy
- John Kriken
- Arnalia Mesa-Bains, Ph.D.
- Rai Y. Okamoto
- Dodie Rosekrans
- Barbara Sklar

- a. Motion to approve an allocation and transfer of \$5,200.00 from the Public Art Fund to the Gallery account.
- b. Motion to authorize the Director of Cultural Affairs to allocate \$34,800.00 from the Public Art Fund to the Friends of the San Francisco Arts Commission, in support of programs benefitting cultural planning and advocacy, the support of emerging Bay Area artists, community arts programs, as well as general support of the Arts in San Francisco.

Total from PAF: \$40,000.00

EX OFFICIO MEMBERS

- Presidents of the
Fine Arts Museum
- Library Commission
- Planning Commission
- Recreation and Park
Commission

IV. FRIENDS OF THE SFAC/DISCUSSION OF FUNDRAISING STRATEGIES/
JEANNE BOGARDUS

V. 1990 POPS CONCERTS

DIRECTOR
Claire N. Isaacs

Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend \$60,000 from the Burlington Northern/El Paso Natural Gas Company Foundation for support of the 1990 San Francisco Symphony/San Francisco Arts Commission POPS Concert Series.

VI. MARKET STREET ART IN TRANSIT PROGRAM/JILL MANTON







SF
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#2
3/20/90

DOCUMENTS DEPT.

MAR 30 1990

SAN FRANCISCO
PUBLIC LIBRARY

MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
20 March 1990
9:00 a.m.
45 Hyde Street - Room 319

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

Commissioner Sklar called the meeting to order at 9:10 a.m.

I. ROLL

MAYOR
Art Agnos

COMMISSIONERS PRESENT

COMMISSIONERS EXCUSED

Barbara Sklar
Nancy Boas (arr. 9:15 a.m.)
Kim Fowler

Dodie Rosekrans

COMMISSIONERS

Robert F. LaRocca
President

Nancy Boas
Vice President

Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans
Barbara Sklar

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director, SFAC
Anne Smith, Coordinator of Community Relations and Festivals
Fe Bongolan, Assistant Director, Neighborhood Arts Program
Leah Forbes, State/Local Partnership Program Coordinator
Jeanne Bogardus, Executive Director, Friends of the SFAC
Jill Manton, Art In Public Places Coordinator
Louise Jordan, Member, Gallery Advisory Board
Lemora Martin, Acting Commission Secretary

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

APPROVAL OF MINUTES 02/20/90

Lemora Martin corrected the date on Page 1 of the Minutes of the February 20 meeting to read '20 February 1990' instead of '5 February 1990'. She stated this was particularly important, as there was also a meeting on February 5, for which a separate set of Minutes exists. All subsequent pages had the correct date.

Commissioner Fowler MOVED, and Commissioner Sklar SECONDED approval of the Minutes of the Committee Meeting of 02/20/90.

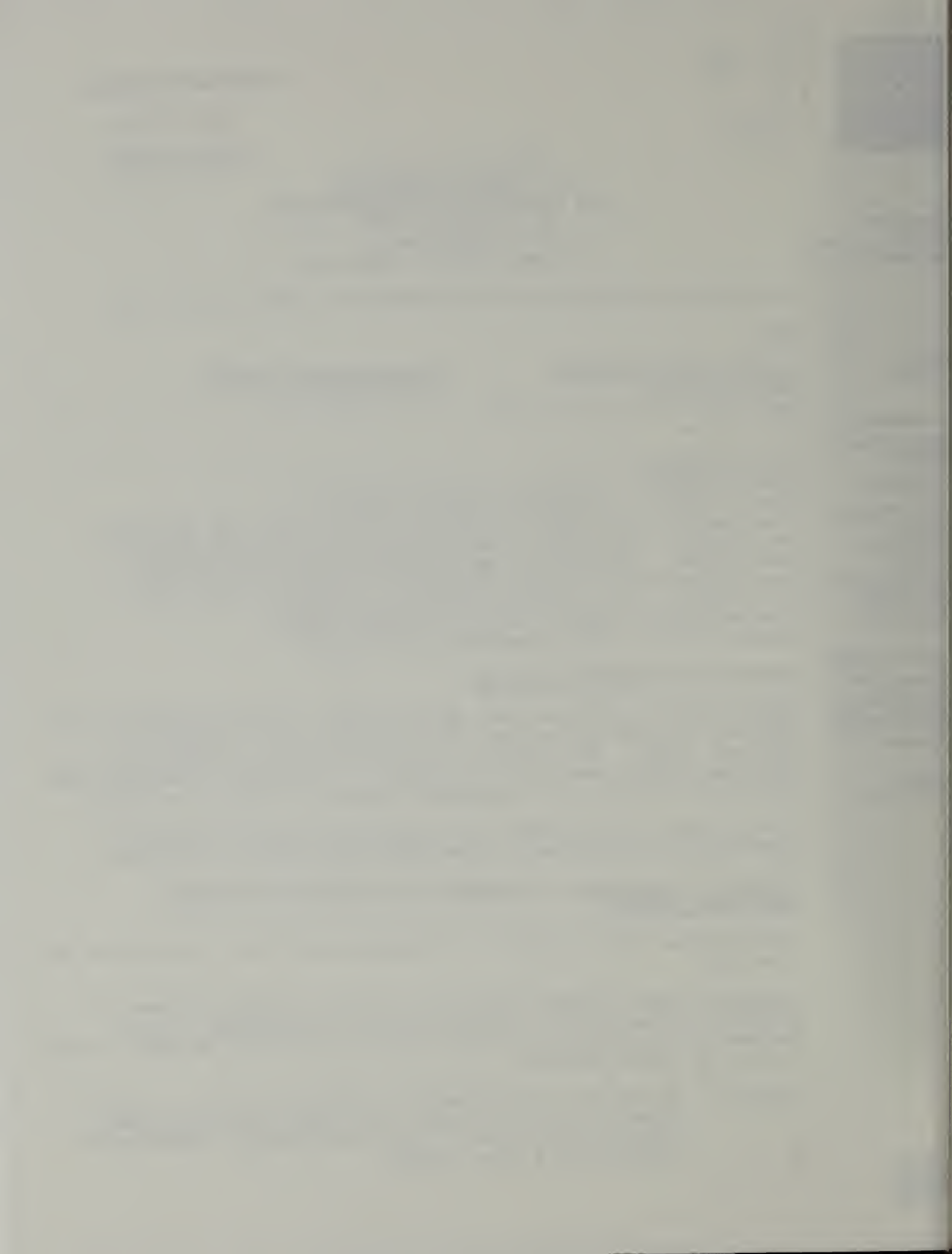
III. PUBLIC ART FUND/JULY - DECEMBER 1990 REQUESTS TO BRIDGE HALF-YEAR FUNDING

Commissioner Boas arrived at the beginning of this discussion, at 9:15 a.m.

Director Isaacs opened discussion of the proposed transfer of \$40,000.00 from the PAF to cover cash flow problems in the Gallery and State/Local Program from July through December, 1990, in the following amounts:

Gallery: \$4,700.00 reinstatement of budget decrease of 1989-90 (from \$13,700 to \$9,000), and \$500.00 to supplement general operations. Total is \$5,200.00 transferred to the Gallery's City Account.





III. PUBLIC ART FUND REQUESTS (Continued)

Friends: \$34,800.00 transferred from the PAF to the Friends to cover cash flow shortages in the following amounts:
State/Local: \$17,500.00
Gallery: 11,000.00
Administration: 6,300.00

Total: \$ 5,200.00 - transferred from PAF to City Account
\$34,800.00 - transferred from PAF to the Friends
\$40,000.00 - total transferred from PAF

Director Isaacs stated that these requests for money will not in any way impede any possible future programmatic changes.

Jeanne Bogardus stated that transfer and administration of this amount from the PAF will necessitate the Friends charging a fiscal fee of 6.5% of the \$34,800.00. This fee will be \$2,262.00, making the total transfer amount \$37,062.

After some discussion, Commissioners unanimously approved the adjusted amount of \$37,062 to be transferred to the Friends. The total PAF transfer amount will be \$42,262.00.

The following recommendations were made for presentation to the full Commission on 2 April:

- a. MOTION TO APPROVE an allocation and transfer of A
\$5,200.00 from the Public Art Fund to the Gallery's
City Account.

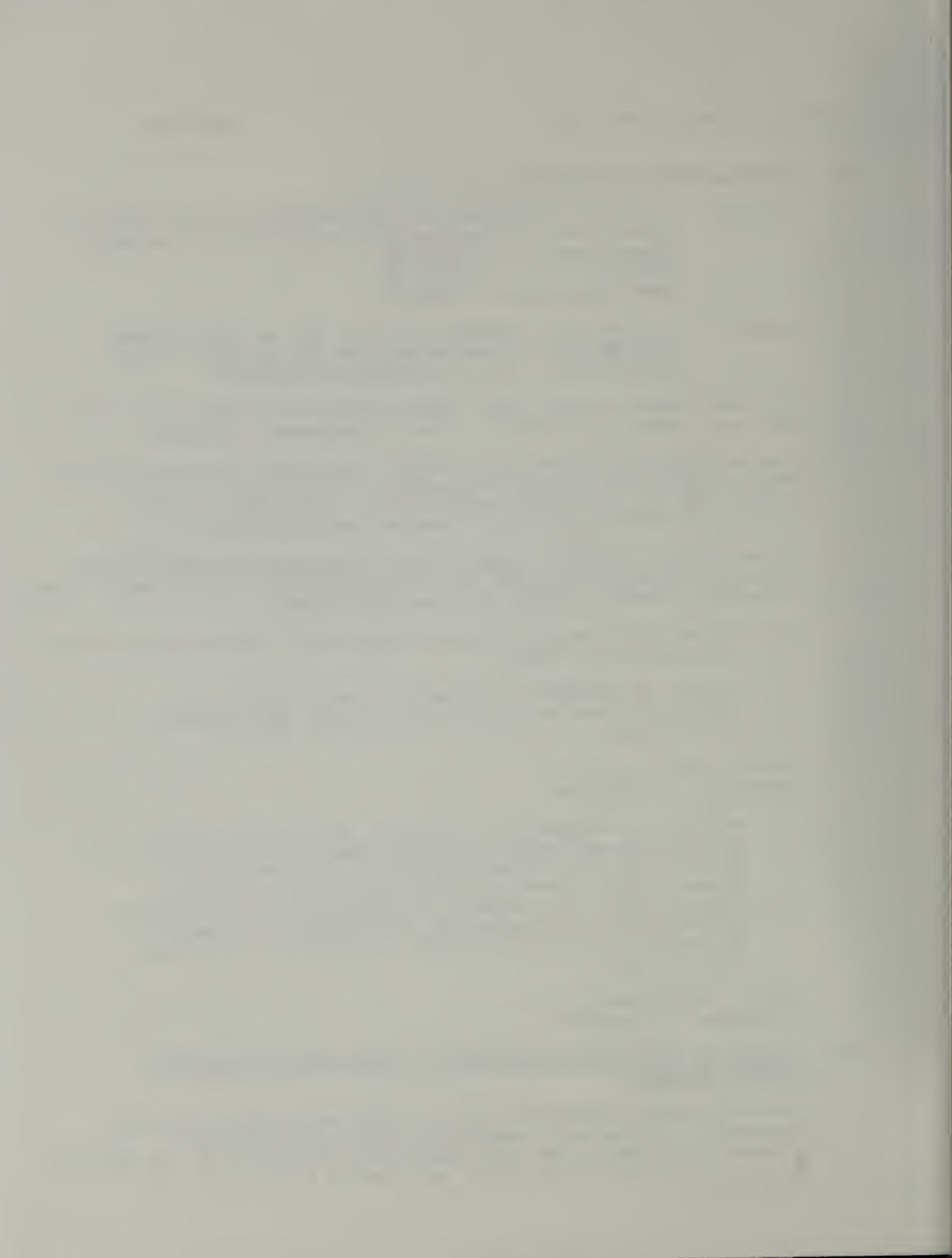
Moved: Kim Fowler
Consensus: Unanimous

- b. MOTION TO AUTHORIZE the Director of Cultural Affairs A
to allocate \$37,062.00 from the Public Art Fund to
the Friends of the San Francisco Arts Commission, in
support of programs benefitting cultural planning
and advocacy, the support of emerging Bay Area artists,
community arts programs, as well as general support
of the Arts in San Francisco, including a fiscal fee
of \$2,262.00.

Moved: Nancy Boas
Consensus: Unanimous

IV. FRIENDS OF THE SFAC/DISCUSSION OF FUNDRAISING STRATEGIES JEANNE BOGARDUS

Jeanne Bogardus stated that the Friends at present serve as Bookkeeper, accountant, technical assistance provider. Discussion ensued as to what the Friends actually do, as opposed to what they would like to do, and should do for the Arts Commission.



IV. JEANNE BOGARDUS (Continued)

The history of the Friends will be given and their relationship to the Arts Commission explored at the meeting between the Friends Board and the Commissioners on March 22.

Ms. Bogardus stated that at this Special Meeting she hoped to explore where the Friends need to go, and to identify the steps necessary to get there.

She distributed to Committee members a rough draft fund raising plan. This was reviewed and discussed by Commissioners.

Ms. Bogardus listed her goals for the Friends:

1. Fundraising for the Friends operating expenses, as well as for the Arts Commission's Programs, to obviate the need to take fiscal fees, by building administrative overhead into proposals and grants.
2. newsletter
3. membership
4. brochure
5. donor development/consolidation of mailing lists
6. Annual Event for Commission, e.g. Awards of Honor
7. In-kind solicitations

More discussion occurred.

Director Isaacs requested that Ms. Bogardus bring one of the old newsletters to the special meeting on March 22, to show to the Arts Commissioners.

Dennis Rumsey suggested providing a Profit and Loss Statement to the Commissioners at the Special Meeting, in order that they know how much needs to be raised toward the Friends' operation, and to whom do they expect to go for that funding. And how much does the Commission need to look to raise, projectionwise, to support its own programs.

Commissioner Sklar noted that press releases should come from the Friends, rather than from the Arts Commission.

Jeanne Bogardus stated that the Friends needs to get marketing and public relations people on their Board.

Discussion occurred regarding an application to the NEA for a Locals Grant, if the AC can use its lease money as a match. Director Isaacs proposed travelling to Washington D.C. this spring to speak personally with Locals Program Director Richard Huff. Getting this grant would immeasurably increase the AC profile on the local and national scene.

Some further discussion followed.

ASTOR LENOX TILDEN FOUNDATION

1890

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1890

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ASTOR LENOX TILDEN FOUNDATION
1890

V. 1990 POPS CONCERTS

Director Isaacs stated that the Burlington Northern grant that bankrolls opening night will be increased this year, from \$50,000.00 to \$60,000.00, to bring in Rosemary Clooney. While it will not increase the POPS overall budget, it will make possible a "big name" for opening night.

Director Isaacs stated that Naomi Larkin, the local representative for El Paso Natural Gas, congratulated the AC on getting this augmentation. Some discussion followed.

The following recommendation was made for presentation to the full Commission on 2 April:

MOTION TO AUTHORIZE the Director of Cultural Affairs to A
apply for, accept, and expend \$60,000.00 from the
Burlington Northern/El Paso Natural Gas Company
Foundation for support of the 1990 San Francisco
Symphony/San Francisco Arts Commission POPS Concert
Series.

Moved: Nancy Boas

Consensus: Unanimous

VI. MARKET STREET ART IN TRANSIT PROGRAM/JILL MANTON

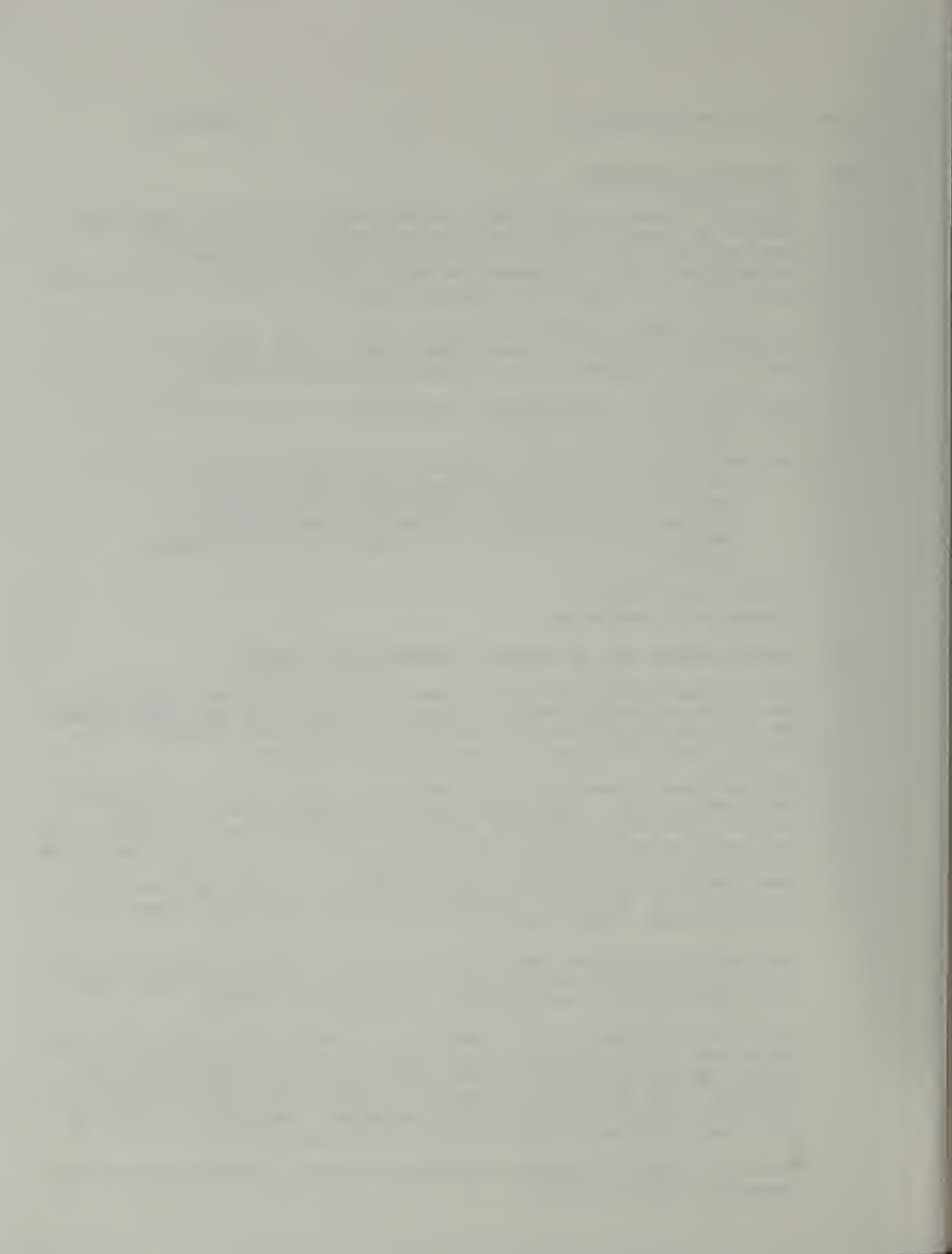
Jill Manton stated that today she wished to address questions about the Projected 1990-91 budget for this program, distributed at the February 20 meeting, at which she was not present. She briefly described the finances of this program.

She addressed Commissioners' questions regarding the Individual Art Competitions. She stated that the Master Plan, as yet unavailable, will identify sites for art along Market Street, and will make recommendations as to what kind of art project would be appropriate for the site, with a budget for each site. In the meantime, she has projected 3 projects at \$30,000.00 each, with \$2,000.00 for publicity and advertising. The total budget will be \$92,000.00. Administration will cost \$17,500.00.

Ms. Manton also described the two Transit Shelter Funds: One for maintenance and minor repairs of historic sculptures; the other for temporary art installations along Market Street.

Referring to Commissioner LaRocca's recommendation that planning begin now for the first art to appear in the bus shelters, she stated that a Youth Art Project will start the latter program. Students from Potrero Hill and the Western Addition are producing artworks from which posters will be made. These will likely go up in late May/early June. Some discussion occurred.

Director Isaacs suggested forming an advisory committee for these temporary installations.



VII. UNFINISHED BUSINESS

Commissioner Boas announced that she has "unofficially" heard that the AC did receive the \$5,000.00 Fleischhacker grant to unroll and examine the Pan Pacific Murals. Director Isaacs stated that she has received official notification, and a check should be forthcoming in July.

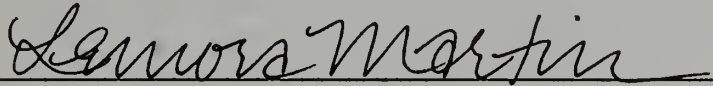
IX. NEW BUSINESS

None.

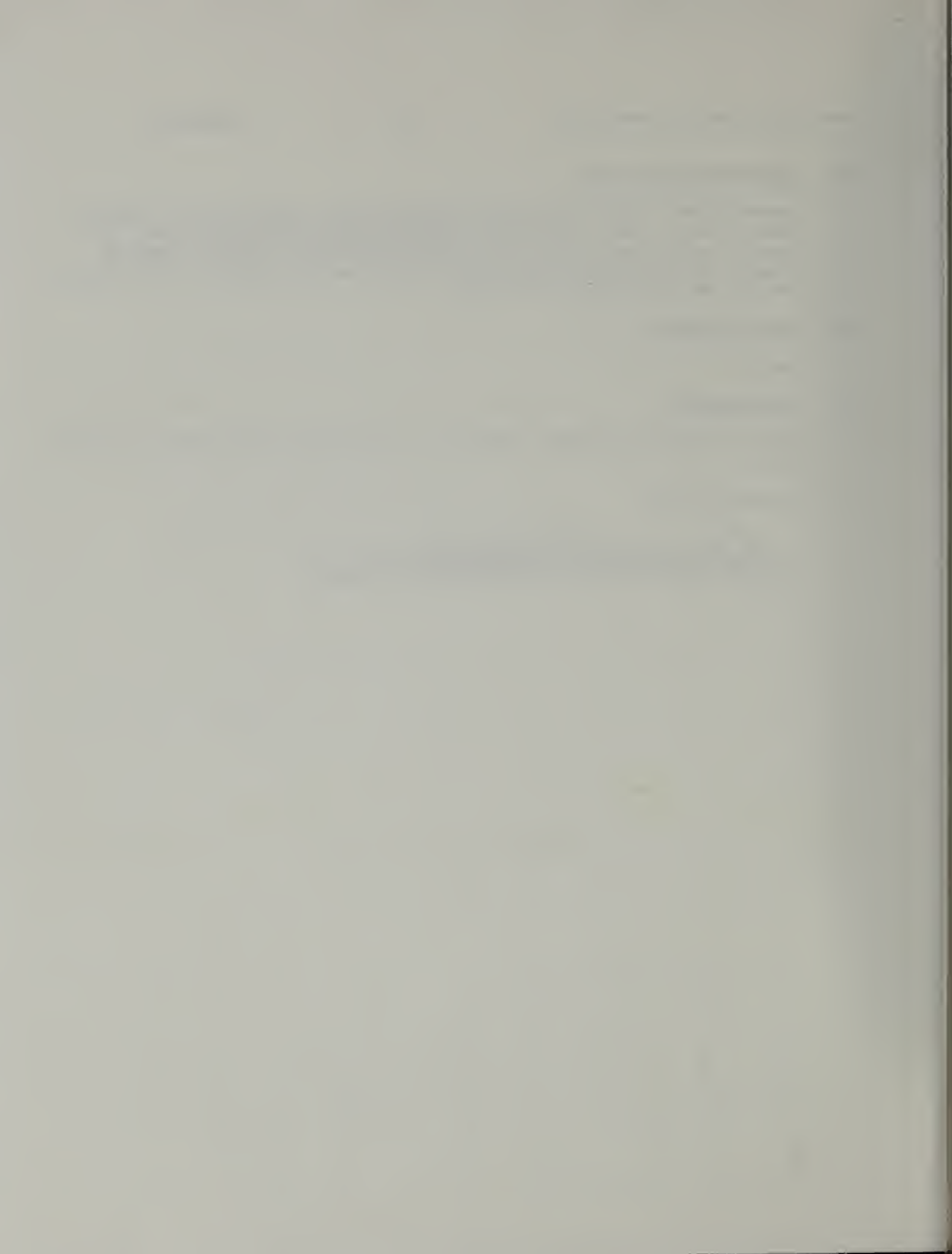
X. ADJOURNMENT

There being no further business, the meeting adjourned at 10:35 a.m.

Submitted by:



Lemora Martin, Acting Commission Secretary



SF
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#1
6/5/90

A G E N D A

Finance Committee of the San Francisco Arts Commission

Meeting: Tuesday, June 5, at 9 a.m.
Room 319, 45 Hyde St.
Barbara Sklar, Chair

I. Discussion of the financial conditions of
Festival 2000

Reports from Anne Meissner, Art Gallery Director
Anne Smith, Arts Festival Liason

Consideration of possible requests which may be
received from community groups which are not being
funded by Festival 2000 to participate

II. Unfinished business

III. New Business

IV. Adjournment

DOCUMENTS DEPT.

JUN 1 1990
SAN FRANCISCO
PUBLIC LIBRARY

REPORT

ON THE PROGRESS OF THE WORK DURING THE YEAR 1900

BY
J. H. COOPER

Presented to the
Board of Directors
at the Annual Meeting held at
the Hotel New York, New York,
on the 15th day of January, 1901.

NEW YORK:
PUBLISHED BY THE
BOARD OF DIRECTORS.

1901.

PRINTED BY
THE NEW YORK
PUBLIC SCHOOLS
AT THE
NEW YORK
PUBLIC SCHOOLS
PRINTING OFFICE,
100 NASSAU ST., N. Y. C.



SF
A 70.33
#2
6/5/90

45 Hyde Street
Suite 319
San Francisco, CA 94102
415 558 3463

MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
5 June 1990
9:00 a.m.
45 Hyde Street - Room 319

DOCUMENTS DEPT.
JUN 28 1990
SAN FRANCISCO
PUBLIC LIBRARY

Commissioner Sklar called the meeting to order at 9:20 a.m.

MAYOR
Art Agnos
I. ROLL

COMMISSIONERS PRESENT
Barbara Sklar
Kim Fowler

COMMISSIONERS EXCUSED
Nancy Boas

COMMISSIONERS
Barbara Sklar
President

Nancy Boas
Vice President
Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Dennis Rumsey, Assistant Director, SFAC
Anne Meissner, Director, San Francisco Arts Commission Gallery
Anne Smith, Coordinator of Community Relations and Festivals
Jeanne Bogardus, Executive Director, Friends of the SFAC
Louise Jordan, Member, Gallery Advisory Board
Lemora Martin, Acting Commission Secretary

Due to the late arrivals of Anne Smith and Anne Meissner,
the order of the Agenda was changed.

EX OFFICIO MEMBERS
I. Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DISCUSSION: FESTIVAL 2000 FUNDING SHORTAGE, EFFECT ON
COMMISSION AND COMMISSION-RELATED PROGRAMS:

Bayview Opera House

Bayview Opera House requires \$2,500.00 for an exhibition which
apparently the Festival may not be able to fund. In addition,
BOH has basic operating shortages:

- \$10,000.00 - operating expenses through September (estimated)
- \$ 4,000.00 - fiscal fees owing to Friends of the SFAC

Arts Commission Gallery

The Gallery exhibition will cost \$10,000.00 for the show
developed for Festival 2000. Anne Meissner, Gallery Director,
stated she needs to know definitely by Friday if she will have
the funds, to assure artists of same. She needs \$2,500.00 now to
begin planning, commission writers, transport artworks, and
finance the outdoor project. Other funds could come later.

Meissner responded affirmatively to Commissioner Sklar's question
as to whether the Gallery could do the show on \$8,000.00, but
spoke of the difficulty of operating without knowledge in advance
of amounts of funds.





[The text in this section is extremely faint and illegible. It appears to be a series of paragraphs or a list of items, possibly a report or a letter. The text is mostly centered and occupies the majority of the page area.]

[This section contains faint, illegible text that appears to be a list or a series of notes on the right margin of the page.]

I. DISCUSSION (Continued)

Anne Smith, noting that it is acknowledged that the Arts Commission will take care of the Gallery, mentioned that Commissioner Mesa-Bains wishes to assure the Cultural Centers of any extra help they need; to insure their projects take place. The Festival 2000 guidelines have a proviso that the Centers will be involved.

Anne Meissner also reported that Jim Kjorvestad of SOMAR received a letter from Festival 2000 stating they would not be funded.

Director Isaacs noted, for the record, the difficulty for a manager having to use funds set aside for other purposes to pay for events which the Festival has said they would underwrite and felt that the Festival had been overly optimistic about their fundraising. She would try to find some funds to support the projects if at all possible.

Anne Meissner discussed the funding of the outdoor lot in general, and the fact that the basic operating support does not fund the outdoor site.

Funds Available and Expenditures Anticipated

Director Isaacs reported on the process for accepting and investing the El Paso Natural Gas donation, and the request from the Friends to pay the fiscal fee from this donation now, rather than after the funds return their investment. The Friends request is due to the non-payment of fiscal fees to date by BOH, leaving the Friends in a shortfall. Thus, the Friends are requesting \$3,900.00 now rather than in the fall, from the El Paso grant.

She stated that according to Dennis Rumsey, there is about \$6,500.00 in various accounts from past Arts Festivals, which could be made available.

There are \$21,000.00 approximately in the Administrative Account at the Friends, much of which is committed to the end of the year. The Public Art Funds will become available in December or January, after POPS accounts are settled.

The projected disbursement is as follows:

- \$ 5,000.00 - conferences, registrations, expenses
- \$ 5,000.00 - emergency expenses in relation to the move to
25 Van Ness in late June
- \$10,000.00 - all expenses from July through December for
administration

The El Paso grant will realize about \$29,000.00 for the Commission in August, and is usually held and not spent that early.

REPORTS OF THE AMERICAN MEDICAL ASSOCIATION

The American Medical Association, organized in 1847, is the largest and most influential of the medical organizations in the United States. It is composed of more than 50,000 members, representing the majority of the medical profession in this country. The Association's primary purpose is to advance the science and art of medicine, to promote the health of the people, and to protect the public interest in the medical profession.

The Association's activities are carried on through its various departments, which include the Department of Legislation, the Department of Education, the Department of Public Health, and the Department of International Relations. These departments work together to achieve the Association's goals and to serve the needs of the medical profession and the public.

The Association's Department of Legislation is responsible for the development and promotion of legislation that is in the best interests of the medical profession and the public. It works closely with the United States Congress and the various State legislatures to bring about the enactment of laws that will improve the medical profession and the health of the people. The Department of Education is responsible for the development and promotion of medical education. It works to improve the standards of medical education and to provide the medical profession with the best possible training and education.

The Association's Department of Public Health is responsible for the development and promotion of public health measures. It works to improve the health of the people by promoting the adoption of measures that will prevent disease and promote the health of the community. The Department of International Relations is responsible for the development and promotion of international relations. It works to improve the health of the people by promoting the adoption of measures that will improve the health of the world.

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The Association's Department of International Relations is responsible for the development and promotion of international relations. It works to improve the health of the people by promoting the adoption of measures that will improve the health of the world.

I. DISCUSSION (Continued)

Jeanne Bogardus stated that the Friends' need is urgent.

Director Isaacs stated that the total needs of Bayview, including administrative and Festival projects, Somar and Gallery Festival projects, and the Friends fiscal requests for the fiscal fees from the El Paso Grant in advance total about \$33,000.00. Those present suggested requesting \$10,000.00 from the Mayor to stabilize Bayview, and requesting the Gallery to get by on \$8,000.00.

Director Isaacs noted that SOMAR has also asked for \$7,000.00 for a loan to meet payroll expenses, and that repayment of a like loan in 1989 was four months late, tying up funds needed elsewhere. Bogardus said she would work with SOMAR on advance planning so that SOMAR could go to the Arts Loan Fund in the future for cash flow problems.

Some more discussion occurred regarding Bayview's need. Sklar and Bogardus concurred that they need more than bailout money. They need to develop a Board. Anne Smith stated that they need someone to write grants. Anne Meissner added that in her experience, the administrative staff needs the time to write the grants, rather than an outsider. Bayview needs extra staff help. Kim Fowler stated that she would talk to Margie O'Driscoll today about this situation.

The Committee moved to approve the Director's recommendations as follows:

1. Allocate \$5,000.00 from the Administrative Fund to support the Cultural Centers' participation in Festival 2000:
 - a) \$2,500.00 to Bayview Opera House for "Salad Bar"
 - b) \$2,500.00 to SOMAR for an exhibition.
2. Assist the Art Gallery with its Festival 2000 exhibition by:
 - a) transferring \$6,500.00 on unspent Arts Festival funds of the General Fund already on the books to the Gallery.
 - b) allocating an additional \$1,500.00 from the Administrative Fund of the Friends, totalling \$8,000.00. If necessary, an additional \$2,000.00 will be found at a later date.

The Director will take the \$6,500.00 in unspent funds from the "Furthering Visual Arts" Funds of the General Fund for the use of the Gallery, other funds from the Administrative Fund at the Friends, and repay the Administrative Fund from the El Paso grant when it comes due at the bank.

ORIGINAL ARTICLES

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL., U.S.A.
Vol. 1, No. 1, January 1, 1912

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The Journal of the American Medical Association
Published Weekly
Chicago, Ill., U.S.A.
Vol. 1, No. 1, January 1, 1912

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
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THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL., U.S.A.
Vol. 1, No. 1, January 1, 1912

I. DISCUSSION (Continued)

3. Advance the fiscal fee due the Friends for handling the El Paso Natural Gas Company grant, totalling \$3,900.00, by transferring this from the Administrative Fund, instead of waiting until the grant, deposited in a CD, comes due at the bank.

Moved: Barbara Sklar

Consensus: Unanimous

The Committee agreed that additional steps should be taken to:

- a. Proceed to loan \$7,000.00 from the Friends Administrative Fund to SOMAR, to meet SOMAR's payroll expenses, to be returned as soon as possible.
- b. Consider requesting assistance from the Mayor's Office for the Bayview Opera House for its operating expenses of \$10,000.00 from June to October, when it receives its Hotel Tax Grant.
- c. Consider means of encouraging Bayview Opera House to pay the fiscal fees owed to the Friends of the SFAC, and the non-payment of which is causing some cash flow problems for the Friends.

II. FESTIVAL 2000/FRIENDS OF THE SFAC RELATIONSHIP

Jeanne Bogardus stated that the Friends continue to request a signed agreement with the Festival; information that is not forthcoming; compliance grants forms signed by the Friends.

She stated that the Friends' name is on leases for equipment that extend far beyond the end of the Festival, yet the Festival budget of 1.267 million dollars does not include any liabilities or obligations beyond the Festival's completion in October.

She stated that the Friends' Board needs support from the Arts Commission in their dealings with the Festival. She stated they are having problems functioning as the Festival's fiscal agent.

In response to Commissioner Sklar's question as to why she is bringing this up now, Bogardus responded that it is a fiscal situation, and they need some support.

Anne Smith clarified that the Festival made verbal agreements with the Friends three weeks ago, but as yet nothing is in writing, even though the Friends have released money from a line of credit.

Director Isaacs suggested a letter from the Finance Committee of the Arts Commission to the Board President and Board Treasurer of the Festival expressing concern.

ORIGINAL ARTICLES

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
535 N. Dearborn Ave., Chicago, Ill.
Subscription price, \$5.00 per annum in advance.
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535 N. Dearborn Ave., Chicago, Ill.
Telephone: AB 5-2100

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II. FRIENDS/FESTIVAL 2000 (Discussion Continued)

Commissioner Sklar stated that the Festival Board is behaving inappropriately.

Kim Fowler stated that this situation ties in with fundraising issues that were discussed at the AC meeting yesterday. She attended a Festival Board meeting last night where new tactics to get local corporate underwriting were discussed. She stated that if the Arts Commission will come through on its commitment to support these efforts, this will tie back into the need for cooperation with the Friends. She stated that the Festival Committee has requested a meeting between their own Finance Committee and the AC Finance Committee. Discussion occurred regarding setting this up and the letter to be sent to the Festival Board.

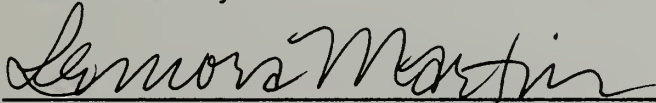
III. NEW BUSINESS

Anne Smith requested Committee permission to pursue a California Challenge Grant, with a deadline of July 2. It must be matched and this can come from Public Funds. She will be meeting with the Cultural Centers tomorrow. This could be the answer to the AC developing a way to support the Cultural Centers. Some discussion occurred. Director Isaacs and Anne Smith will firm up the details of the Challenge Grant application and bring in an item at the next regular monthly meeting under Committee Reports, since the Finance Committee will not meet again before July 2.

IV. ADJOURNMENT

There being no further business, the meeting adjourned at 10:10 a.m.

Submitted by:



Lemora Martin, Acting Commission Secretary

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San Francisco, CA 94102
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8/10/90

A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
08/10/90
25 Van Ness Avenue - Suite 70
9:00 a.m.

I. Roll

MAYOR
Art Agnos

II. 1990/91 City/County Budget

COMMISSIONERS

III. Interim Report On Other Available Funds

Barbara Sklar
President

**IV. Application to the National Endowment For The Arts
Museum Program for restoration of final portion of
Coit Tower Murals**

Nancy Boas
Vice President

Vernon Alley
Stanley Elchelbaum
Kim Fowler

**V. Application to National Endowment For The Arts,
Local Arts Agencies Program, for Local Arts Agency Grant**

Daniel Genera
Anne Healy

John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

VI. Unfinished Business

VII. New Business

VIII. Adjournment

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

PROGRAMS
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

Suite 430
State-Local Partnership
415-554-9677
ArtHouse
415-554-9679

Arts Commission Gallery
155 Grove Street
415-554-9682

DOCUMENTS DEPT.

AUG 11 1990
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1881

THE
OFFICE OF THE
COMMISSIONER OF THE
LAND OFFICE
WASHINGTON, D. C.
JANUARY 1, 1881

TO THE
HONORABLE
S. P. HAYDEN
COMMISSIONER OF THE
LAND OFFICE
WASHINGTON, D. C.

SIR:

I have the honor to acknowledge the receipt of your letter of the 28th inst., and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

I am, Sir, very respectfully,
Your obedient servant,
J. M. SMITH
Assistant Commissioner



25 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671

SF
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#2
8/10/90

MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
10 August, 1990
25 Van Ness Avenue - Suite 70
9:00 a.m.

Commissioner Sklar called the meeting to order at 9:15 a.m.

MAYOR
Art Agnos

I. ROLL

COMMISSIONERS

Barbara Sklar
President

Nancy Boas
Vice President

Vernon Alley
Stanley Elcheilbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

COMMISSIONERS PRESENT

Barbara Sklar
Kim Fowler
Nancy Boas (arr. 9:35 a.m.)

COMMISSIONERS EXCUSED

None

DOCUMENTS DEPT.

AUG 10 1990

SAN FRANCISCO
PUBLIC LIBRARY

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Debra Lehane, Collections Manager
Leah Forbes, State/Local Partnership Program Coordinator
(arr. 9:20 a.m.)
Lemora Martin, Acting Commission Secretary

II. 1990/91 CITY/COUNTY BUDGET

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

Director Isaacs reported on a recent Department Head meeting with the Mayor. There will be major budget cuts at the state level. While this will not have a direct impact on the Arts Commission, being mostly in health and welfare, the Mayor has warned of the possibility of a two and one half percent cut in the General Fund. She will keep Commissioners informed of any new developments.

III. INTERIM REPORT ON OTHER AVAILABLE FUNDS

PROGRAMS
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

Director Isaacs stated that the POPS revenues were the highest ever this season, with an overall gross exceeding \$600,000.00. The Arts Commission's net profit has not yet been determined, but it is expected to be greater than in years past.

Suite 430
Safe-Local Partnership
415-554-9677
ArtHouse
415-554-9679

The overall gross POPS budget was about \$1,000,000.00 this year. The Symphony gets 40% of the net profit and the AC gets 60%.

Arts Commission Gallery
155 Grove Street
415-554-9682

\$43,000.00 is left now in the Public Art Fund to carry forward. Director Isaacs suggested transferring \$25,000.00 of this to the Friends now, to cover some contingencies in the near future, due to her departure. Commissioner Sklar noted that perhaps more than \$25,000.00 should be transferred.





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WASHINGTON, D. C.

III. INTERIM REPORT/OTHER AVAILABLE FUNDS (Continued)

Commissioner Sklar recommended a joint meeting between the Finance and Civic Design Committees to discuss the latter's needs for the immediate future.

Director Isaacs recommended thinking in terms of the general needs of the Commission, rather than trying to pinpoint their particular needs. She stated that this is the safest strategy to employ in order to give the Commission fluidity. Some discussion occurred.

Commissioner Sklar felt it inappropriate for the search committee to directly solicit applications for the position of Director of Cultural Affairs, and perhaps a consultant will need to be hired for this purpose.

Director Isaacs stated that the AC is forwarding \$4,000.00 to the Friends to cover the Bayview Opera House's fiscal fees. However, a letter will accompany payment, stating that from now on, the fiscal fee must be deducted at the time of any transaction the Friends make for Bayview.

Commissioner Boas arrived at 9:35 a.m., and Leah Forbes arrived at 9:20 a.m., during this discussion.

Director Isaacs stated that she will request a full report on the status of the Friends at the next Finance Committee Meeting.

Discussion closed with Commissioners agreeing to seriously consider transferring \$25,000.00 to the Friends, but no action was taken today.

IV. APPLICATION TO THE NEA MUSEUM PROGRAM FOR RESTORATION OF FINAL PORTION OF COIT TOWER MURALS

Debra Lehane reported that the restoration of the stairwell and second floor Coit Tower murals was not covered in the first granting phase, and must still be done. These murals are and will continue to be -- post restoration -- observed on a special appointments only basis, because they are so difficult to protect.

The first phase got underway due to an NEA grant, with matching funds provided by the Office of Historic Preservation.

This second NEA grant application will come before the Visual Arts Committee next week. At this point, there are no matching funds. Lehane and conservator Anne Rosenthal are still putting the budget together. A maximum amount of \$80-90,000.00 will be needed to complete the upstairs.

REPORTS OF THE AMERICAN MEDICAL ASSOCIATION

The American Medical Association, organized in 1847, is the largest and most influential of the medical organizations in the United States. It is composed of more than 50,000 members, representing all the medical professions in the country.

The Association's primary purpose is to advance the science and art of medicine, to promote the health of the people, and to protect the public interest. It does this through its various departments, committees, and publications.

The Association's most important publication is the *Journal of the American Medical Association*, which is published weekly. It contains the latest news, research, and opinions on all matters relating to medicine and the health of the people.

The Association also publishes the *Annals of the American Medical Association*, which is a quarterly journal of medical literature. It contains the most important and original research papers in the field of medicine.

In addition to its publications, the Association also sponsors a variety of educational and research programs. It has established a number of hospitals, clinics, and laboratories, and it has supported a wide range of medical research.

The Association's efforts have been instrumental in the development of modern medicine. It has played a key role in the establishment of medical schools, the regulation of the medical profession, and the improvement of medical practice.

The Association's work is supported by the contributions of its members and by the generosity of the public. It is a truly representative organization, and its efforts are for the benefit of all the people of the United States.

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The Association's most important publication is the *Journal of the American Medical Association*, which is published weekly. It contains the latest news, research, and opinions on all matters relating to medicine and the health of the people.

IV. NEA GRANT APPLICATION/COIT TOWER MURALS (Continued)

Probable Sources of Funds:

NEA	\$	25,000.00
Fleischhacker foundation		25 - 50,000.00
Recreation and Parks Department		10 - 15,000.00

Lehane reported that the upstairs has sustained heavier damage over the decades than the lower floor. The hourly wage charged by conservators has increased since the project began several years ago. The monies being raised now will cover just the restoration work. No barrier plans have been made yet.

Phase II will involve 4 lunettes, the stairwell, the second floor fresco murals, and a room painted in egg tempera. Restoration will involve both fresco and egg tempera. Because egg tempera restoration is a different process than restoration of fresco, this phase will be more complex than the first floor, which was only fresco.

Following brief discussion of conservation costs, the following recommendation was made for presentation before the full Commission on 5 September:

Motion to authorize the Director of Cultural Affairs A
to apply for, accept, and expend a grant of
\$25,000.00 from the National Endowment For the Arts,
for Phase II restoration of the Coit Tower Murals,
and

FURTHER MOVED, to authorize the Director of Cultural Affairs to apply for, accept, and expend the maximum amount possible from the Fleischhacker Foundation for further funding for this project.

Moved: Barbara Sklar
Consensus: Unanimous

V. APPLICATION TO NATIONAL ENDOWMENT FOR THE ARTS,
LOCAL ARTS AGENCIES PROGRAM, FOR LOCAL ARTS AGENCY GRANT

Director Isaacs reported that three grant applications to the NEA are resulting from her and Commissioner Sklar's visit to Washington DC NEA headquarters this spring:

The Gallery's Visual Arts Organizational Grant
The Phase II Coit Tower Murals Restoration Grant
The Locals Program Grant

Director Isaacs stated that the Arts Commission meets the basic requirements for the Locals Program Grant for the first time ever:

ORIGINAL ARTICLES

THE TREATMENT OF TUBERCULOSIS

By J. H. HARRIS, M.D.,
Professor of Medicine, University of Chicago

The treatment of tuberculosis has undergone a revolution in the last few years. The discovery of the tubercle bacillus by Koch in 1882, and the subsequent development of the tuberculin test, have opened up new fields for investigation. The treatment of tuberculosis has been the subject of much controversy, and the results of the various methods have been conflicting. The purpose of this paper is to review the present status of the treatment of tuberculosis, and to suggest some of the principles which should govern the selection of the most effective method.

The treatment of tuberculosis may be divided into two main classes: the medical treatment, and the surgical treatment. The medical treatment is the one which is most generally employed, and it is the one which has the most extensive experience. The surgical treatment is the one which is most recently developed, and it is the one which has the most promising results. The purpose of this paper is to review the present status of the treatment of tuberculosis, and to suggest some of the principles which should govern the selection of the most effective method.

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V. NEA LOCALS PROGRAM GRANT APPLICATION (Continued)

- a. a two to one match in new public monies, i.e. the supplemental allocation for rent of AC headquarters
- b. A cultural plan for the City, i.e. the Arts Policy Plan
- c. The grant must be for three years.

She analyzed the match requirements, listing sources:

1. The lease for 25 Van Ness -- \$96 k per year, allowing for a 5% per year increase

All of this may not be figured in. Possibly \$25-30 k will be.

2. the Youth Arts Fund -- \$80 k (+/-)

It will go up a little over the three years.

3. Market Street Art Fund -- \$50 k per year

Partly maintenance/partly art enrichment on Market Street.

4. POPS mil levy increase: The Municipal Symphony goes up automatically on an annual basis through the property tax. In the past 7-8 years the highest increase has been 12%. The lowest has been 9.6%:

\$65 k - 1989
\$71 k - 1990
\$78 k - 1991
\$85 k - 1992

5. Public Art Fund

\$25 k -- earned income increase.

6. General Fund Increase

- a. Salary Standardization
- b. Cost of Living Increases
- c. Step Increases
- d. Mandates

Accountant Raymond Wong is currently researching the past 5-6 years to see exactly what this has been, and then he will project forward.

The second part of the grant is the Community Plan. Director Isaacs cited the Arts Policy Plan and an eight year process of meetings and surveys conducted by

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ORIGINAL ARTICLES
The Effect of the War on the Medical Profession
The Medical Profession and the War
The Medical Profession and the War
The Medical Profession and the War

DEPARTMENTS
The Medical Profession and the War
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THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
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THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL., MAY 1, 1919

V. NEA LOCALS PROGRAM GRANT APP./General Fund Incr. (Cont'd.)

State/Local. The biggest community need is for regranteeing, commissioning and support in areas that are not currently met adequately by any other funding organization:

Youth Arts Education
Emerging Arts Organizations
Artist Housing
Arts Service Organizations
California Lawyers For the Arts
Theatre Bay Area
Dance Bay Area
Individual Artists

Arts service organizations usually serve a particular field with technical assistance or grants support. Some discussion followed as to what organizations could be considered arts service or emerging arts oriented. Director Isaacs noted that it is unnecessary to define this in the grant application.

Director Isaacs noted that substantial increases in the AC's qualifying amount will occur over the three years:

\$ 360 k - first year
400 k - second year
450 k - third year

Director Isaacs stated that the AC chances of getting this grant are excellent. San Francisco is perhaps the only large city applying. Also, unlike other applicants, the matching funds already exist.

Director Isaacs noted that as the AC part of the grant involves restricted funds, they cannot be drawn against for administration, nor can a new staffing position be created out of the General Fund. A modest amount of the NEA portion will therefore be used for administration:

1.	Fulltime Administrative Assistant	\$ 29,000.00
	(includes fringe benefits)	
2.	Printing/Postage	\$ 10,000.00
	Honoraria plus extras	\$ 11,000.00
	Total administrative costs	\$ 50,000.00

There was discussion of what portions of the NEA funds will be matched where:

V. NEA LOCALS PROGRAM GRANT (Continued)

<u>CITY</u>	<u>NEA</u>
Administration	\$ 50 k
Arts Education -- \$ 80 k	\$ 40 k
Youth Arts	
Art Gallery	
Market Street -- \$ 50 k	\$ 15 k
Commissions	
Emerging Arts -- \$ 65 k	\$ 30 k
POPS	
showcasing	
partnering	
Arts Service	\$ 40 k
I & R	
newsletter	
F.O.A.	
Artist Housing	\$ 25 k
ArtHouse	
	<hr/>
Total:	\$ 200 k

Discussion occurred regarding the above allocations. The following points were raised:

- a. The grant will make the AC a 'Super' Arts Service Organization. At present, the community often doesn't understand what it does. The grant should enable it to give more people what they actually want in terms of service and information.
- b. A newsletter could go a long way towards accomplishing the above. Other communities' effective newsletters were cited -- Portland, Oregon and Oakland, California.
- c. A consultant should be hired to develop the grant program. Current staff will not have time to do this properly.
- d. The mechanism for continuation must be determined. This money will only come in for three years and then it is gone. An actual budget for the fourth year is requested by the NEA, but doesn't require stating where the funding is coming from.

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V. NEA LOCALS PROGRAM GRANT APPLICATION (Continued)

- e. Director Isaacs recommended against regranting to individual artists, due to insufficient staff. Leah Forbes recommended using ambiguous language giving leeway for this area, in case it becomes feasible in the third year. Community feedback requesting the AC to do something in this area has consistently been strong for the past eight years. Alternative sources of money could be found to fund it, in the meantime. Also, all programs do not have to be started in the first year.
- f. Some line items will be greatly increased on the City side in three years, so the NEA side can be accordingly reduced.
- g. Non-profit organizations can apply for grants but those without non-profit status can only get commissions.

Discussion occurred regarding which programs will be started in the first year, second year, and so on. Director Isaacs suggested, for example, that the Arts Education and Market Street components begin during the first year, Emerging Arts and Arts Service in the second, and individual artists grants in the third.

The following recommendation was made for presentation to the full Commission on 5 September:

Motion to authorize the Director of Cultural Affairs A
to apply for, accept, and expend a grant of up to
\$600,000.00 from the Local Arts Agency Program of
the National Endowment for the Arts, for the duration
of three years, to be matched two to one with new
public monies.

Moved: Barbara Sklar
Consensus: Unanimous

Percentage of Staff Time to Administer Grant:

State/Local - 50%
NAP - 25%
Public Art - 10%
Gallery - 5%

Time will also be spent by the Director, Assistant Director, and Accountant.

VI. UNFINISHED BUSINESS

None.

THEORY OF THE CASE

The first part of the case concerns the defendant's conduct. The defendant is alleged to have committed a crime which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime." The defendant is alleged to have committed such an act on the date of the offense.

The second part of the case concerns the defendant's mental state. The defendant is alleged to have acted with a certain mental state which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain mental state." The defendant is alleged to have acted with such a mental state on the date of the offense.

The third part of the case concerns the defendant's knowledge. The defendant is alleged to have acted with a certain knowledge which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain knowledge." The defendant is alleged to have acted with such a knowledge on the date of the offense.

The fourth part of the case concerns the defendant's intent. The defendant is alleged to have acted with a certain intent which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain intent." The defendant is alleged to have acted with such an intent on the date of the offense.

The fifth part of the case concerns the defendant's motive. The defendant is alleged to have acted with a certain motive which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain motive." The defendant is alleged to have acted with such a motive on the date of the offense.

The sixth part of the case concerns the defendant's character. The defendant is alleged to have acted with a certain character which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain character." The defendant is alleged to have acted with such a character on the date of the offense.

The seventh part of the case concerns the defendant's background. The defendant is alleged to have acted with a certain background which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain background." The defendant is alleged to have acted with such a background on the date of the offense.

The eighth part of the case concerns the defendant's future prospects. The defendant is alleged to have acted with a certain future prospects which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain future prospects." The defendant is alleged to have acted with such a future prospects on the date of the offense.

The ninth part of the case concerns the defendant's present situation. The defendant is alleged to have acted with a certain present situation which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain present situation." The defendant is alleged to have acted with such a present situation on the date of the offense.

The tenth part of the case concerns the defendant's overall situation. The defendant is alleged to have acted with a certain overall situation which is defined in the statute as follows: "Whoever commits an act which is prohibited by law and which is punishable by imprisonment for a term exceeding one year shall be guilty of a crime if he acts with a certain overall situation." The defendant is alleged to have acted with such an overall situation on the date of the offense.

THEORY OF THE CASE

VII. NEW BUSINESS

None.

VIII. ADJOURNMENT

There being no further business, the meeting adjourned at 10:30 a.m.

Submitted by:



Lemora Martin, Acting Commission Secretary

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FINANCE COMMITTEE MEETING 08/10/90
LAA GRANT
PAGE 1

	CITY PORTION	NEA PORTION
Administration		\$ 50,000.00
Arts Education	\$ 80,000.00	\$ 40,000.00
Youth Arts		
Art Gallery		
Market Street	\$ 50,000.00	\$ 15,000.00
Commissions		
Emerging Arts	\$ 65,000.00	\$ 30,000.00
POPS		
showcasing		
partnering		
Arts Service		\$ 40,000.00
I & R		
newsletter		
F.O.A.		
Artist Housing		\$ 25,000.00
ArtHouse		

	Total:	\$200,000.00

Notes:
Grants Info - requires newsletter
Consultant on Grants

FINANCE COMMITTEE MEETING 08/10/90
LAA GRANT
Page 2

REQUIREMENTS:

1. Match Money 2 : 1

NEA 2/City/County 1

New Public Funds

Minimum \$100 K --- 3 years = \$300 K

NEA \$50 K --- 3 years = \$150 K

2. Public Planning Process

Evidence of community input

arriving at what \$ spent for

MATCH SOURCES: Total: \$ 366,000.00

1. Lease \$96 K --- 5% (+/-) year

2. Youth Arts Fund \$80 K --- (+/-)

3. Market Street Fund \$ 50 K ---

4. POPS (millery increase) lowest has been 9.6% per year

(Muni Symphony Fund increase) \$65 K - 1989
\$71 K - 1990
\$78 K - 1991
\$85 K - 1992

5. PAF

\$ 25 K --- earned income increase

6. General Fund automatic increase
salary standardization
cost of living increase
step increases
mandates

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FINANCE COMMITTEE MEETING 08/10/90
LAA GRANT
PAGE 3

COMMUNITY PLAN

a. Arts Policy Plan

10 - S/L program - survey

b. Regranting/Commissioning Support

Youth Arts Education

Emerging Arts Organizations

Artist Housing

Arts Service Organizations

Ca. Lawyers For The Arts

Theatre Bay Area

Individual Artists (?)

Presidio planning (?)

Note: Could Friends/Festivals qualify as arts service organizations?

INCOME AND EXPENDITURES

ESTIMATES

City - \$450,000.00/year plus 3 years = \$ 1,200,000.00

NEA - \$200,000.00/year plus 3 years = \$ 600,000.00

Total: \$ 1,800,000.00

INCOME:

360

400 \$ 400 K per year

450

THE JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

Volume 14, Part 2, 1984

Edited by
J. H. J. VAN DEN BERG

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FINANCE COMMITTEE MEETING 08/10/90
LAA GRANT
PAGE 4

RESTRICTED FUNDS

Administration/NEA grant

1.	Fulltime Administrative Assistant	\$ 29,000.00
2.	Printing/Postage	\$ 10,000.00
	Honoraria plus extras	\$ 11,000.00
	Total administrative costs	\$ 50,000.00

ESTIMATED STAFF TIME ADMINISTERING GRANT:

State/Local	50%
NAP	25%
Public Art	10%
Gallery	5%

etcetera

THE UNIVERSITY OF CHICAGO

1900-1901

1901-1902

1902-1903

1903-1904

1904-1905

1905-1906

1906-1907

1907-1908

1908-1909

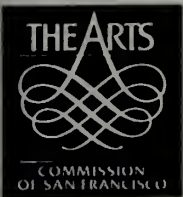
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1911-1912

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A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
Tuesday
09/18/90
25 Van Ness Avenue - Suite 70
9:00 a.m.

- MAYOR** I. Roll
Art Agnos
- COMMISSIONERS** II. Authorization to Apply to Warhol Foundation for Funds to Match NEA Museum Conservation Grant for Coit Tower Murals
Barbara Sklar
President
Nancy Boas
Vice President
Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans
- III. Authorization to apply for NEA Art In Public Places Grant for the implementation of the Embarcadero Arts Master Plan
Jill Manton
- IV. 1992 Conference of the Association of American Cultures/
Discussion of Arts Commission Participation - Leah Forbes
- Contract with Public Research Institute - Leah Forbes
- VI. Telephone Bill - Raymond Wong
- EX OFFICIO MEMBERS** VII. Annual Budget Preparation - Raymond Wong
- Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission
- VIII. California Arts Council Matching Funds for Grant -
Anne Meissner and Leah Forbes
- IX. Unfinished Business
- DIRECTOR** X. New Business
Claire N. Isaacs
- PROGRAMS** XI. Adjournment
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

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MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
18 September, 1990
25 Van Ness Avenue - Suite 70
9:00 a.m.

Commissioner Sklar called the meeting to order at 9:15 a.m.

MAYOR
Art Agnos

I. ROLL

COMMISSIONERS

Barbara Sklar
President

Nancy Boas
Vice President

Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

COMMISSIONERS PRESENT

Barbara Sklar
Nancy Boas

COMMISSIONERS EXCUSED

None

STAFF PRESENT

Claire Isaacs, Director of Cultural Affairs
Debra Lehane, Collections Manager
Susan Pontious, Art Enrichment Curator
Leah Forbes, State/Local Partnership Program Coordinator
Howard Lazar, Director, Street Artists Program
Raymond Wong, Accountant, Arts Commission
Lemora Martin, Acting Commission Secretary

II. AUTHORIZATION TO APPLY TO WARHOL FOUNDATION FOR FUNDS
TO MATCH NEA MUSEUM CONSERVATION GRANT

Debra Lehane

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

Debra Lehane reported that the grant was submitted to the NEA yesterday, and another will be submitted to the Fleischhacker Foundation for \$50,000.00 in matching funds, shortly.

The overall budget is \$135,000.00.

PROGRAMS
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

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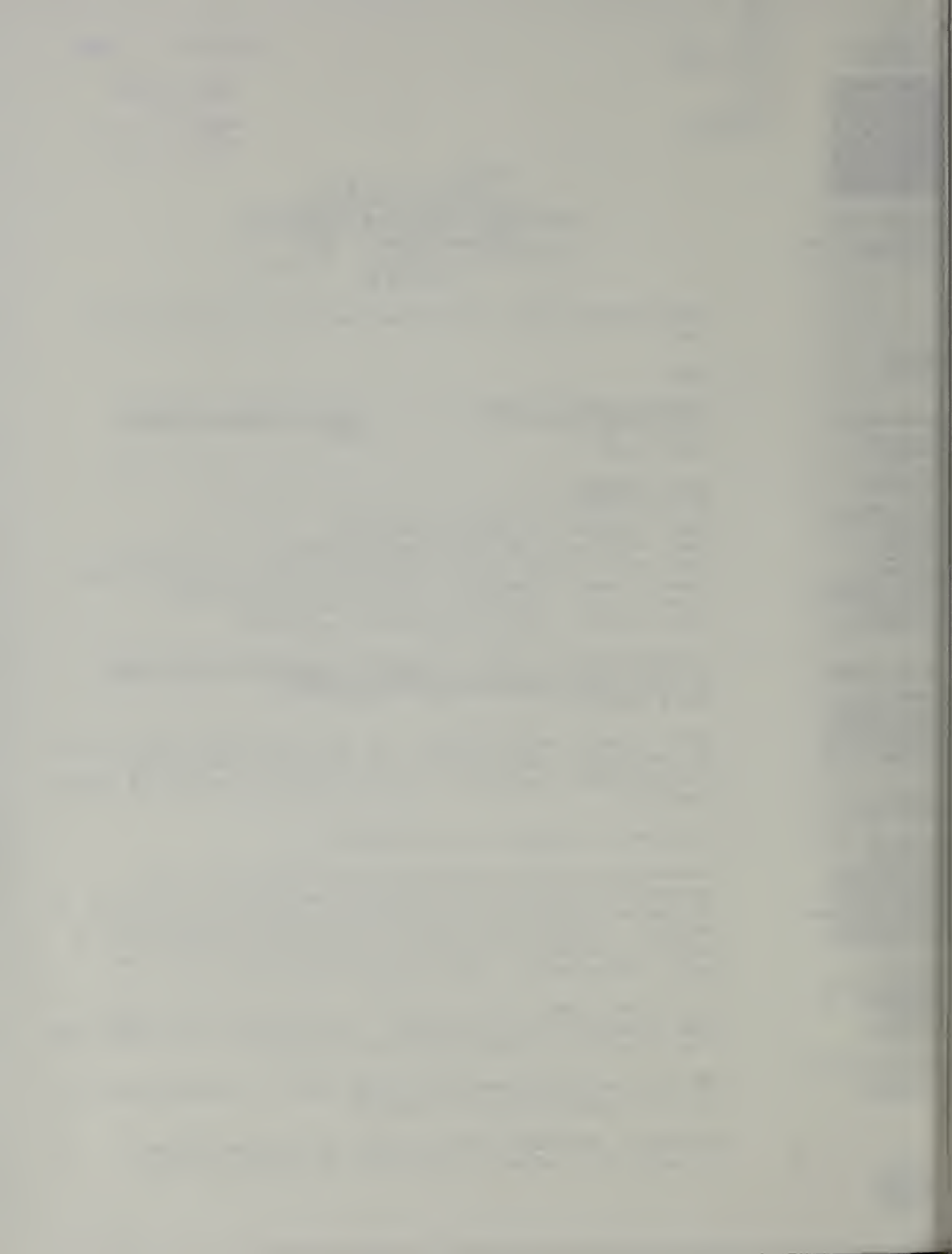
According to Leslie Schimmel of the Friends of the Recreation and Parks Department, the Executive Director of the Warhol Foundation has expressed interest in the project. Lehane requested the Committee's permission to apply to the Warhol Foundation for matching funds, as well, for whatever their maximum amount is.

If all the grants are successful, \$100,00.00 will have been raised for this project. The Friends of Rec/Park may also provide some matching funds, as well.

The following recommendation was made for presentation to the full Commission on 1 October:

MOTION TO AUTHORIZE the Director of Cultural Affairs A
to apply for, accept, and expend up to the maximum





II. WARHOL FOUNDATION GRANT APPLICATION (Continued)

amount possible from the Warhol Foundation for matching funds for the NEA Museum Conservation Grant for the Coit Tower Murals.

III. AUTHORIZATION TO APPLY FOR NEA ART IN PUBLIC PLACES GRANT FOR THE IMPLEMENTATION OF THE EMBARCADERO ARTS MASTER PLAN
Jill Manton

This item was postponed to Unfinished Business where Curator Susan Pontious gave a brief report, due to Jill Manton's absence.

IV. 1992 CONFERENCE OF THE ASSOCIATION OF AMERICAN CULTURES/DISCUSSION OF ARTS COMMISSION PARTICIPATION
Leah Forbes

The Association is a private, non-profit corporation that supports networking among nation-wide multi-cultural organizations. They are searching for their 1992 conference site. Requirements of the host city are:

1. \$25,000.00 to support the conference.
2. Six months time commitment of one staff person to do coordination within the host city.

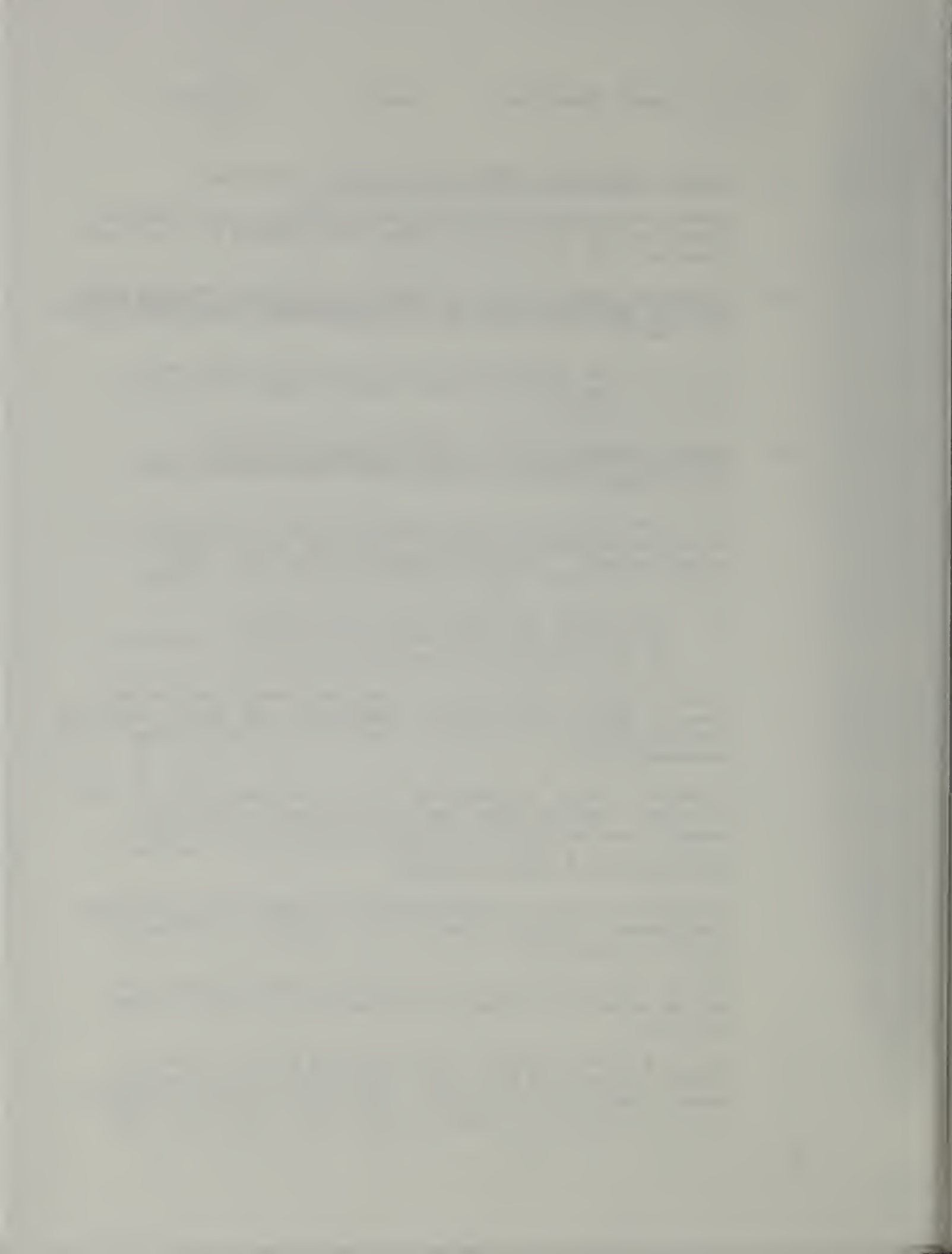
Some discussion occurred. Committee members expressed concern about the financial commitment and about burdening the new Director of Cultural Affairs with this expense and responsibility.

Director Isaacs recommended further consideration of this proposal, stating that the Arts Commission has spent several years building bridges to the multi-cultural community, e.g. the Association was directly involved in the genesis of Festival 2000.

Commissioner Sklar suggested getting some other entities interested in this project, e.g. adjacent counties and other City agencies.

Should Festival 2000 wish to continue and become a bi-annual event, the staff could possibly be one of these entities.

At this time, however, the Committee did not wish to commit \$25,000.00 Arts Commission funds and six months' staff time to this project. The City financial prognosis is grim, and 1992 already looks to be a very busy year.



V. CONTRACT WITH PUBLIC RESEARCH INSTITUTE
Leah Forbes

Leah Forbes briefly gave background on this contract, approved by the Arts Commission last December, for \$5,000.00, to conduct a survey of the multi-cultural arts organizations in San Francisco.

The second portion of this survey will be financed by the San Francisco Foundation for \$4,500.00. State/Local has secured the funding, and approval for proceeding is requested today.

The following recommendation was made for presentation before the full Commission on 1 October:

MOTION TO AUTHORIZE the State/Local Partnership A
Program to expend funds secured from the San Francisco
Foundation in the amount of \$4,500.00, to finish the
contract with the Public Research Institute by proceeding
with the second portion of the multi-cultural arts
organizations survey.

VI. TELEPHONE BILL
Raymond Wong

Item deleted/questions resolved.

VII. ANNUAL BUDGET PREPARATION
Raymond Wong

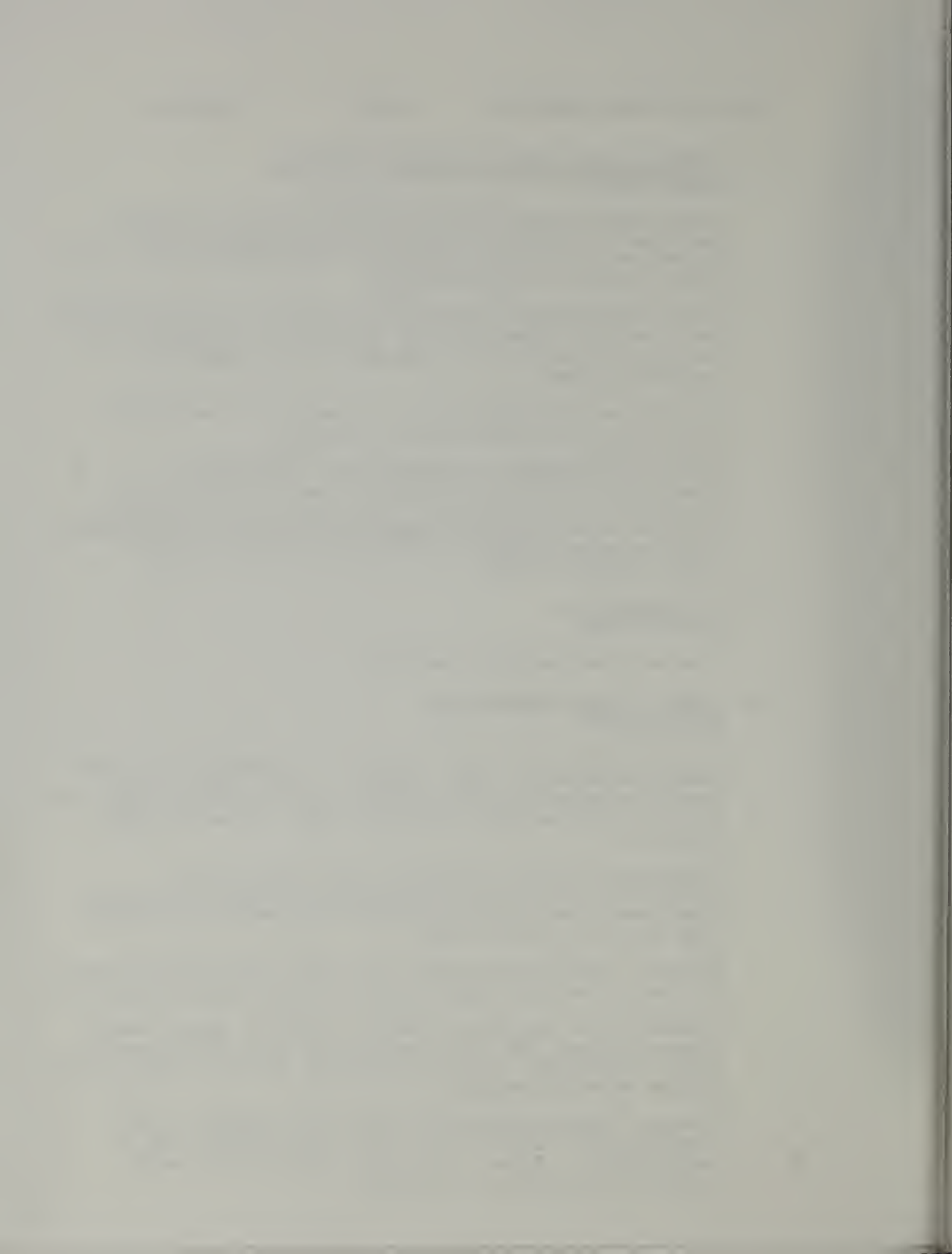
Raymond Wong distributed copies of a timetable for Annual Budget Preparation (see attached). He stated that the Arts Commission does not request the first four items. He briefly explained the remaining items. Some discussion occurred.

Commissioner Sklar expressed concern that salary allocations are protected and none of these will be cut. With several positions unstaffed, she wanted to ensure that they will not be lost.

Director Isaacs stated that no further word has come from the Mayor's office regarding the proposed two percent cut.

Regarding the Assistant Director's salary, Deputy Mayor Claude Everhart has told her that there is a reserve for small Departments in this situation. She will talk to him and get more information.

Director Isaacs stated that the Arts Commission will simply have to take a firm stand that a salary cut is unacceptable. In her years with the City, the most radical cuts often do not happen.



VII. ANNUAL BUDGET PREPARATION (Continued)

Commissioner Sklar stated that should Commissioners have to negotiate with the Mayor's office about this, in the absence of a Director and Assistant Director, she will need to stay in close contact with Claire Isaacs.

VIII. CALIFORNIA ARTS COUNCIL MATCHING FUNDS FOR GRANT
Anne Meissner and Leah Forbes

Anne Meissner stated that the Gallery and State/Local Partnership received 80% of their joint grant request from the CAC, despite the fact that the application ranked a "4 minus," the highest ranking given this year. The Gallery will receive \$15,000.00 of its \$18,000.00.

This grant has three parts:

1. Gallery: Artists honoraria, administrative assistance, materials, graphic design.
2. Arthouse staff salaries - Jennifer Spangler and Doe Cross. California Lawyers for the Arts will match this.
3. partial subsidization of Jean Wong's salary.

Brief discussion ensued. The gallery has \$11,000.00 toward their match. 95% of the Gallery's programming money comes from the California Arts Council and other grants. The Gallery may need funds from the Arts Commission to reinstate whatever is cut by the City.

Today is simply a general discussion of whatever may be needed in the near future.

IX. UNFINISHED BUSINESS

Director Isaacs requested that Programs submit a list of their financial needs prior to the October Finance Committee Meeting, e.g. grants that will need matching funds, etc.

NEA Art In Public Places Grant
Susan Pontious

Susan Pontious stated that this presentation will be brief, due to her limited knowledge of the background of this project.

In working on the Embarcadero Arts Master Plan, Roger Berry has identified many exciting art opportunities.

IX. UNFINISHED BUSINESS (Continued)

Susan Pontious stated that she is writing this grant with Jill Manton, since local art enrichment monies are not applicable. The NEA is an alternate possible source. Bert Kubli of the NEA is enthusiastic. The match is built in, and would likely come from City construction monies.

The grant amount is \$50,000.00 and the deadline is October 12.

The following recommendation was made for presentation to the full Commission on 1 October:

MOTION TO AUTHORIZE the Director of Cultural Affairs A to apply for, accept, and expend an Art in Public Places Grant in the amount of \$50,000.00 from the National Endowment for the Arts, in order to fund art opportunities identified in the Embarcadero Arts Master Plan.

The Next Finance Committee Meeting

Three possible dates were proposed, with the time moved to late afternoon to accommodate Commissioner Anne Healy's schedule. Commissioner Healy will be joining the Finance Committee. These dates were:

October 22, Monday - 4:00 p.m.
October 25, Thursday - 4:00 p.m.
October 29, Monday - 4:00 p.m.

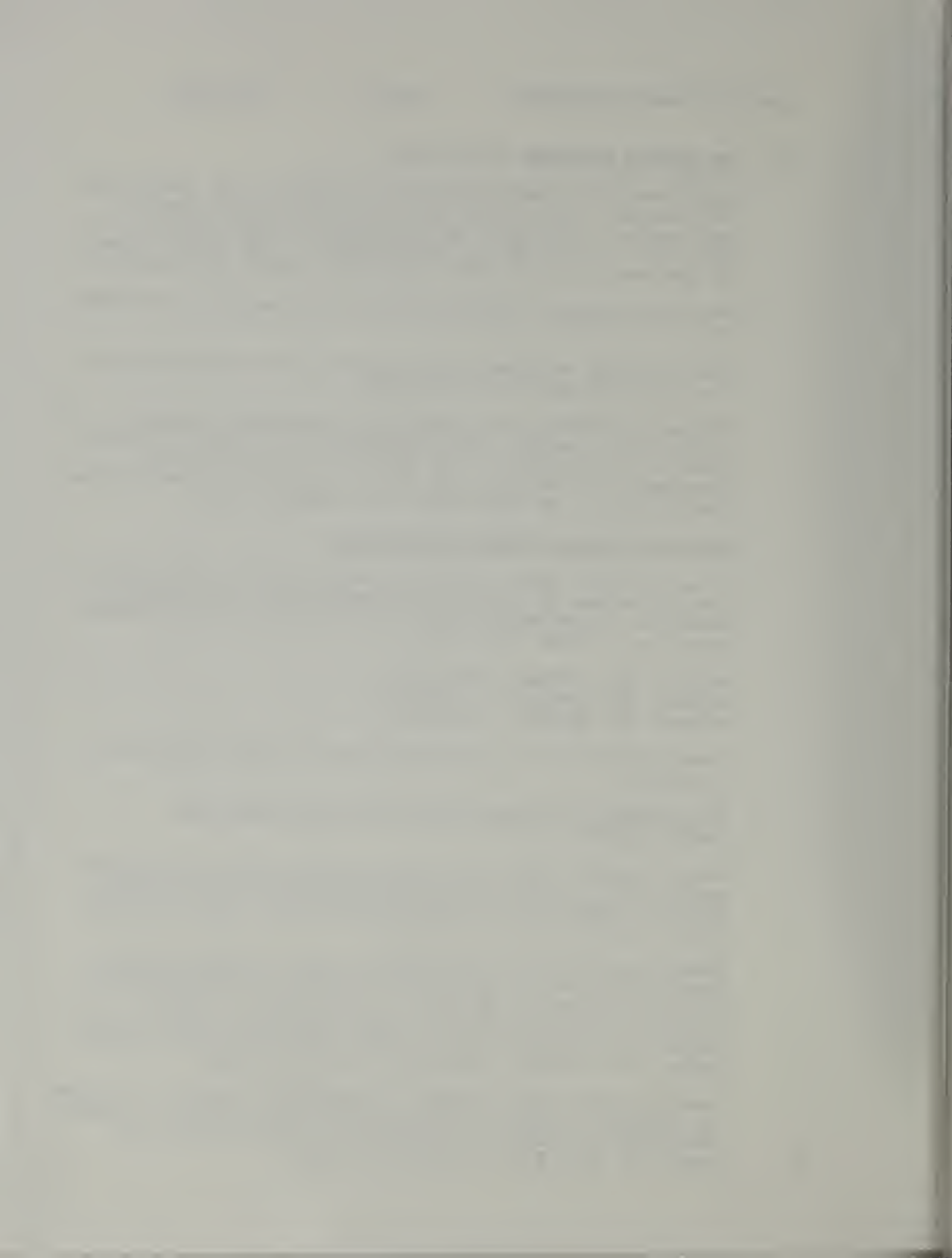
Lemora Martin will contact everyone by phone regarding a firm date.

The Friends of the San Francisco Arts Commission
Laura Simpson

Laura Simpson stated that the Friends' Board of Directors would like to have a joint meeting with the Long Range Planning Committee of the Arts Commission during October. Plans for this will go forward.

Commissioner Sklar requested that Laura Simpson explore setting up a mini-fund raiser luncheon involving herself and the past three Commission Presidents -- Robert LaRocca, Jackie Nemerovski, and Cissy Swig. Each of them would have a table. The purpose would be to raise seed money for a larger fundraiser for the Friends.

Commissioners Sklar and Boas requested a calendar of dates for Grants for next six months for the Programs, e.g when they expire, submission deadlines, fund availability dates, to give them a broad overview.



IX. UNFINISHED BUSINESS (Continued)

They would also like to know about significant events in advance, e.g. the Coit Tower Murals dedication ceremony.

This does not have to be one organized entity, but rather if Programs could each submit such significant information on slips of paper, these could then be given to Commissioners.

X. NEW BUSINESS

Leah Forbes presented a sample newsletter from the Santa Clara Arts Council, as an example of an arts agency newsletter. Brief discussion followed. Commissioner Sklar stated that this could be further discussed at the joint meeting with the Friends.

XI. ADJOURNMENT

There being no further business, the meeting adjourned at 10:15 a.m.

Submitted by:



Lemora Martin, Acting Commission Secretary



City and County
of San Francisco



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10/22/90

A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
Monday
10/22/90
25 Van Ness Avenue - Suite 70
2:00 p.m.

MAYOR
Art Agnos

COMMISSIONERS

Barbara Sklar
President

Nancy Boas
Vice President

Vernon Alley
Stanley Elchelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

PROGRAMS
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

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415-554-9679

Arts Commission Gallery
155 Grove Street
415-554-9682

I. ROLL

II. REVIEW OF FRIENDS BUDGET: ACCOUNTS TO DATE
Claire Isaacs

III. REVIEW OF POPS INCOME/EXPENSE: RECOMMENDATION ON
"SPLIT" WITH SYMPHONY
Claire Isaacs

IV. REVIEW OF PUBLIC ARTS FUND REQUESTS
Staff and Claire Isaacs

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT

DOCUMENTS

OCT 18 1990

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M I N U T E S
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
22 October, 1990
25 Van Ness Avenue - Suite 70
2:00 p.m.

MAYOR
Art Agnos

Commissioner Sklar called the meeting to order at 2:05 p.m.

COMMISSIONERS

Barbara Sklar
President
Nancy Boas
Vice President
Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Bains, Ph.D.
Rai Y. Okamoto
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Arts Commission Gallery
155 Grove Street
415-554-9682

I. ROLL

COMMISSIONERS PRESENT

Barbara Sklar
Nancy Boas
Anne Healy (arr. 2:10 p.m.)

COMMISSIONERS EXCUSED

None

STAFF AND OTHERS PRESENT

Claire Isaacs, Director of Cultural Affairs
Howard Lazar, Director, Street Artists Program
Debra Lehane, Collections Manager
Fe Bongolan, Assistant Director, Neighborhood Arts Program
Leah Forbes, Program Coordinator, State/Local Partnership Program
Amalia Mesa-Bains, Member, San Francisco Arts Commission and State/Local Program Committee
Lemora Martin, Acting Commission Secretary

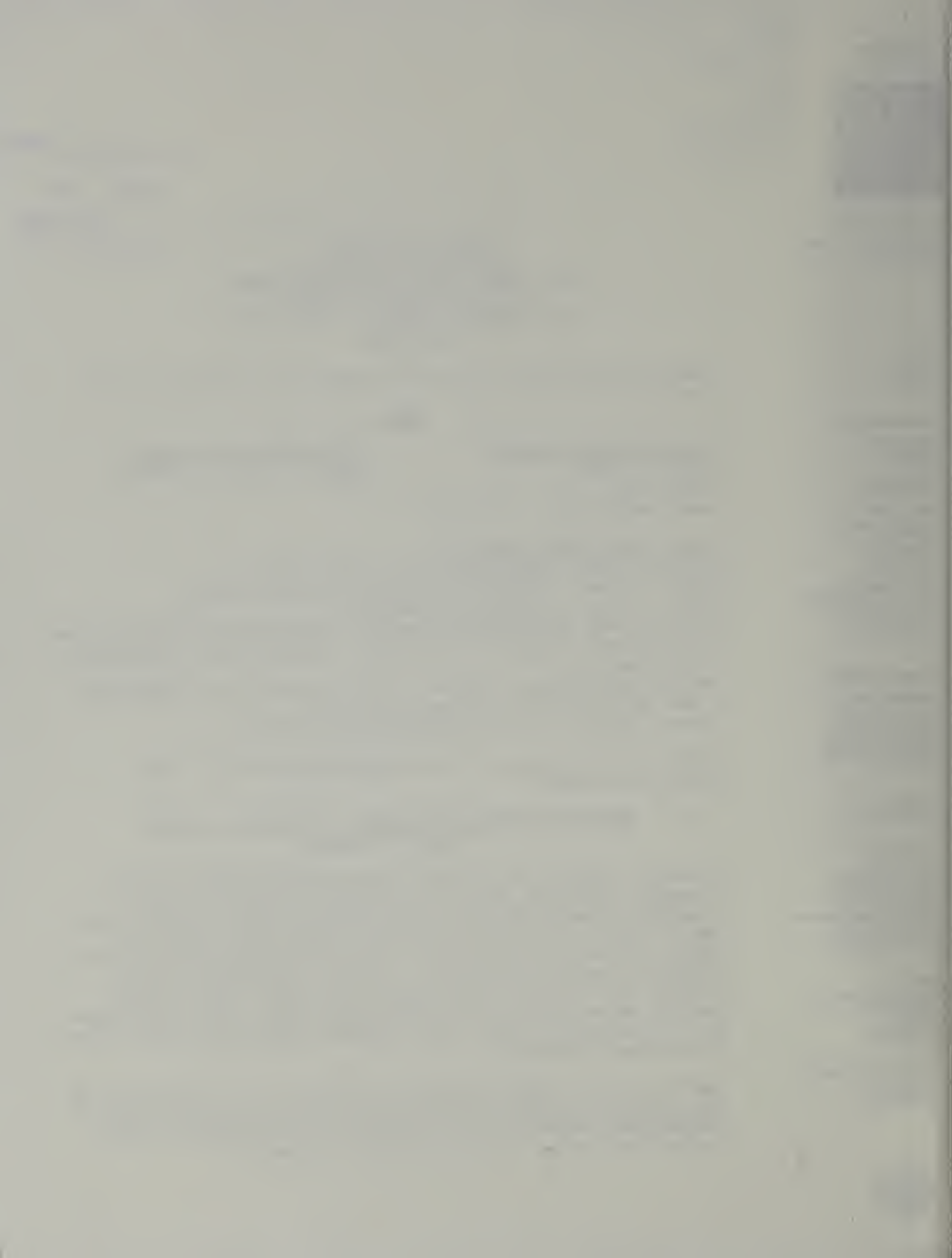
Commissioner Healy arrived at the beginning of the following report.

II. REVIEW OF FRIENDS BUDGET: ACCOUNTS TO DATE
Claire Isaacs

Director Isaacs distributed the Friends Report to the Finance Committee on the Accounts at the SFAC and a Program Activity Sheet to the Commissioners. She briefly described the different accounts and their amounts of money. Some of the monies have in the past been placed in interest bearing accounts. It was noted that in the future the Friends could more effectively consolidate monies which will be untouched for a period of six months or so and place them in an interest bearing account, e.g. the monument monies.

Barbara Sklar suggested this as a topic for discussion at the upcoming joint Friends/AC meeting. Director Isaacs suggested contacting the Friends of the Recreation and Parks Commission for advice and information.





III. REVIEW OF POPS INCOME/EXPENSE: RECOMMENDATION ON
"SPLIT" WITH SYMPHONY
Claire Isaacs

Director Isaacs distributed documentation concerning the POPS, including a seven-year recap with projected 1990 income. She explained that resolutions would be needed from the Music Committee to pay the symphony for its final contract payment, and for the "split". The "split" is the 40% which the Symphony receives from the net proceeds of ticket sales, and the Arts Commission receives 60%.

The POPS is financed by a combination of the Municipal Symphony Fund (tax assessment) and revenues from ticket sales each year, placed in the Public Arts Fund (PAF). After paying all expenses, some funds are set aside for the following year's concerts, and the remainder is split between the Commission and the Symphony. The funds available in the PAF from the split are then considered for allocation to programs. For 1990 the finances are:

Funds available as reported on 09/07/90	\$640,848.00
Less: Payment to Symphony contract	\$144,175.96
Payment to Symphony for 40% Split	147,098.93
Funds Reserved for 1991 POPS Concerts	
Start-up	<u>225,000.00</u>
Funds Available from PAF for Programs	124,573.11
Arts Commission share of El Paso grant	26,308.95
	<hr/>
Total available for programs	\$150,882.06

The El Paso grant is divided 50/50 according to contract, and bank interest is added, and then the Friends fiscal fee is subtracted. (See Friends Program Activity Sheet).

Commissioners discussed why \$225,000 is reserved, when funds are needed for staffing and programs. Director Isaacs explained that the prime purpose of the PAF is to fund the POPS. The Municipal Symphony Fund alone is not sufficient to underwrite the POPS, and each year some funds from the earned revenues are set aside, or reserved, for next year's production costs, i.e. Symphony itself, lighting, sound, decor, etc. It is necessary to estimate these costs and to set aside the funds. Contracts will be written in the 1990/91 fiscal year, against which payments will take place in the next fiscal year of 91/92. The Controller will not certify these contracts unless the funds are available in the present year's accounts.

THE HISTORY OF THE UNITED STATES

The history of the United States is a story of growth and change. From the first settlers to the present day, the nation has evolved through various stages of development. The early years were marked by exploration and the establishment of colonies. The American Revolution led to the birth of a new nation, and the subsequent years saw the expansion of territory and the growth of industry. The Civil War was a pivotal moment in the nation's history, leading to the abolition of slavery and the strengthening of the federal government. The late 19th and early 20th centuries were characterized by rapid industrialization and the rise of urban centers. The Great Depression of the 1930s was a period of economic hardship, followed by the challenges of World War II. The mid-20th century saw the rise of the civil rights movement and the space race. The late 20th and early 21st centuries have been marked by technological advancements, globalization, and the challenges of the 21st century.

III. POPS REVIEW (Continued)

Director Isaacs explained that the figure of \$225,000.00 was chosen based on these facts:

- 1) last year \$175,000.00 was set aside, and
- 2) this year she is departing and the POPS coordinator is ill. A new management team and the Commission may wish to have funds for new ideas or broadening the scope of the POPS. At the very least \$200,000.00 must be set aside to cope with rising costs. The higher sum is conservative, and some funds can be released later, after the POPS is planned for 1991, if the Commission chooses.

Brief discussion concerned carrying over more money than is needed, year to year, during which time it earns no interest; also it could be used to hire staff.

Howard Lazar departed at 2:40 p.m., at the end of this discussion. Some more general discussion occurred.

IV. REVIEW OF PUBLIC ART FUND REQUESTS

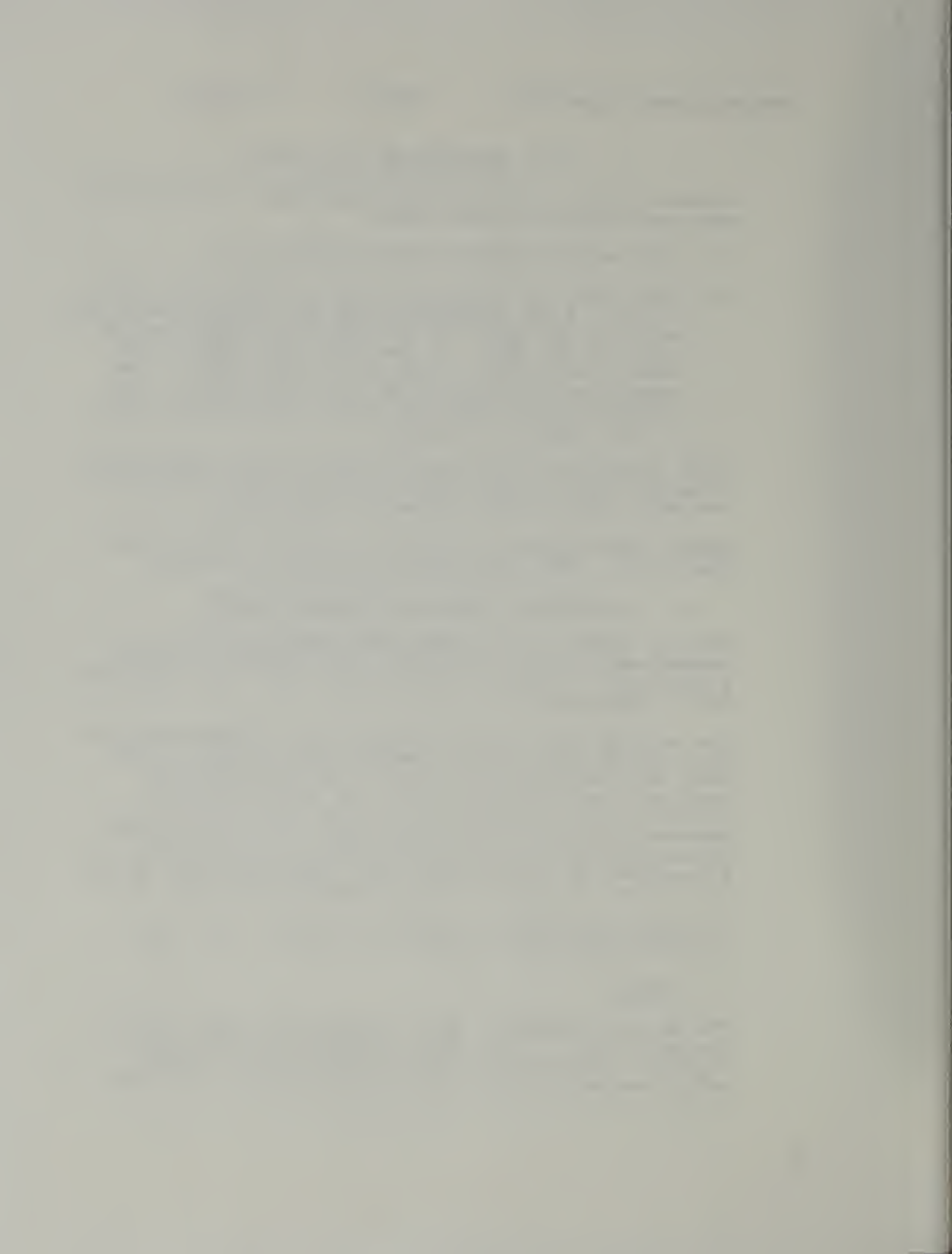
Director Isaacs distributed three pages showing comparisons of PAF allocations since 1986/87, program allocations in 1989/90, and the half-year distribution for 7/90 through 12/90.

She reminded the Committee that at her recommendation, a distribution was made for the half-year because in the past, the funds came too late for certain programs, creating a serious cash flow. She recommended that eventually the allocations be set up even further in advance, to coincide with the fiscal year a year ahead. In the meantime, today the Committee is considering allocations for the calendar year 1990 from funds earned, but not yet on deposit from the 1990 summer POPS.

At Commissioner Sklar's request, Director Isaacs gave priorities for PAF funding:

1. Gallery

The Gallery requests a total of \$19,700.00 for January-December, 1991. Their basic operations budget was initially cut from \$13,700.00 to \$9,000.00. As they cannot operate on this, allocation to them is critical:



IV. PAF REQUESTS (Continued)

Funds are to cover:

Reinstatement of City Funds	\$ 4,700.00
Supplemental Operating Funds	5,000.00
CAC Grant Matching Funds	<u>10,000.00</u>
Total	\$ 19,700.00

2. State/Local

Initially funded by the state, this allocation was cut back in gradually decreasing, yearly increments. Proportionally, their PAF allocation has increased. They cannot operate without an allocation for both salaries and operations.

3. Neighborhood Arts

The Program helps fund community festivals and programs.

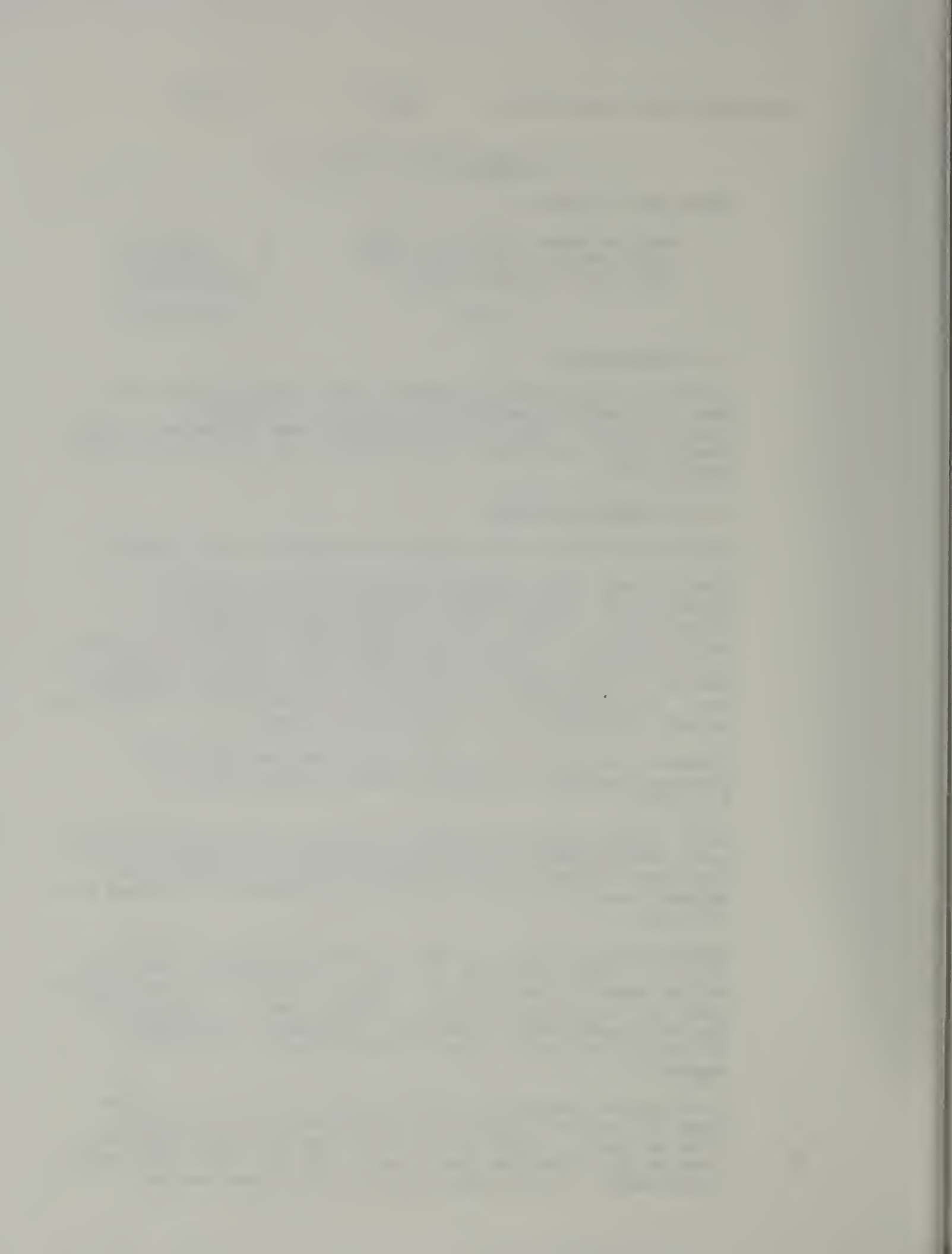
Commissioner Healy began discussion about the future of State/Local, noting that it receives the largest allocation. It will need to be funded constantly on salary level. The question remains as to whether the AC will continue to fund it at this level, and if so, will it remain in its present form or will this be done another way. She referred to discussions of merging the functions of NAP and State/Local several months ago.

Commissioner Sklar recalled that some analysis and planning had been requested from the State/Local Committee.

Leah Forbes responded that the result of discussion at the joint NAP/State/Local meeting was that until some of the problems in the Cultural Centers could be resolved, no attempt should be made to merge the functions of these two programs.

Commissioners Sklar and Healy concurred that while the Cultural Center problems are far from resolved, many are on the road to resolution. Funding of this Program cannot continue to escalate at the current level. It is taking too much money away from other programs. A thorough investigation and review of State/Local's functions is needed.

Commissioner Mesa-Bains stated that this ties into the need for overall planning and analysis on a program by program basis. Each thing, e.g. Presidio Planning, the Arts Policy Plan, has been dealt with on a de facto basis. A stalemate in long range planning has been reached.



IV. PAF REQUESTS (Continued)

Commissioner Sklar noted that with the resignation of the Director, the Long-range Planning Committee became a Search Committee and this kind of planning cannot occur without the new Director.

Leah Forbes stated that each February the California Arts Council grant for State/Local comes due. So, the decision making needs to begin in December, regarding what funding will be asked for.

Commissioners suggested that information about each of the programs would be useful. Director Isaacs noted that she sent each Commissioner a handbook describing each program, and its problems and possibilities, when they were appointed in 1989. She suggested they refer to it, and offered to make copies available if needed. The material may be slightly out of date by now, but is still pertinent.

Regarding State/Local, Commissioner Sklar requested that a plan for the future be developed in the State/Local Committee and that its Chair, Rai Okamoto, provide a report on the Regular Monthly Meeting on November 5.

PAF Background:

Director Isaacs stated that this Fund was initially created to enable the Arts Commission to help groups in the community. Small grants were given to many small organizations around town. When she came to the Commission in 1983, she and the Commissioners agreed to allocate mainly to the Agency's own Programs in the community.

PAF Requests:

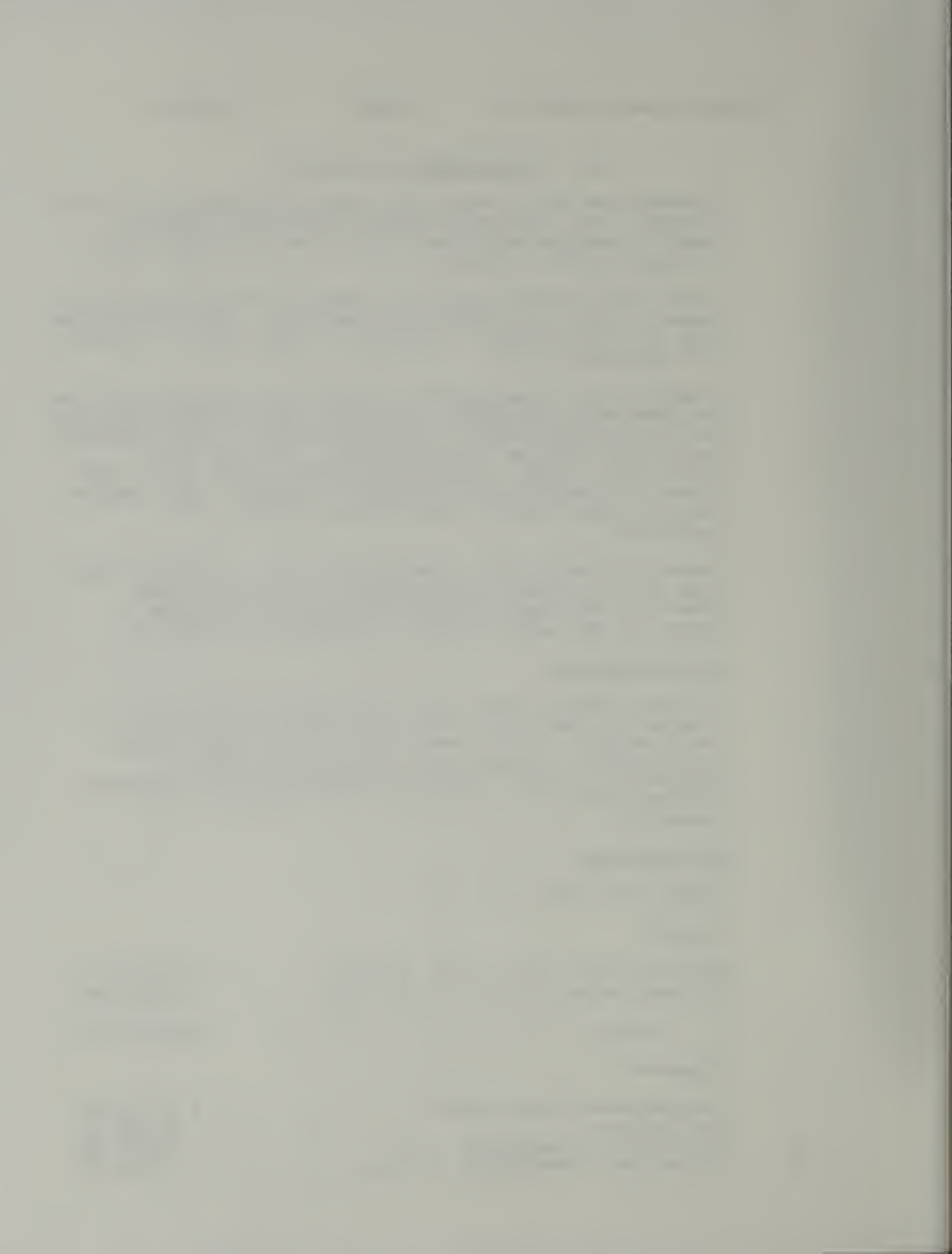
PUBLIC ARTS FUND FOR 1991

Income:

Earned revenue, net, after "split":	\$124,573.11
El Paso, after "split", fiscal fees:	26,308.95
TOTAL:	\$150,882.06

Expenses:

Neighborhood Arts Program	\$ 27,500.00
Art Gallery	19,700.00
Collections Management	15,500.00
State/Local Partnership Program:	15,000.00



IV. PAF REQUESTS (Continued)

Art in Public Places	6,000.00
Festival 2000	20,000.00
Arts Festival	1,000.00
Equipment	5,000.00
Administration	20,000.00
TOTAL:	\$129,700.00

Neighborhood Arts Program:

Assistant Director Fe Bongolan distributed a 6 page document, NAP Public Arts Fund Request 90/91, breaking down the \$27,500.00 into individual allocations. Commissioner Sklar noted that the even, identical numbers don't take into account which projects may have been more successful than others and possibly deserving of a greater amount. This analysis should be part of the long range planning for this subcommittee.

Director Isaacs noted that if NAP "staffs up", the new person might go out into the Community to do such an assessment.

Commissioner Mesa-Bains noted that:

Phase I of Anne Smith's Report dealt with the changing demographics of the neighborhood vis a vis the Cultural Centers' activities, their history.

Phase II will involve looking at the actual, existing Programs and their weaknesses. The NAP Committee is currently identifying consultants to come in and work with the Cultural Centers to help strengthen operative Boards and assist in long range planning.

Phase III will involve assessment of how well the Centers actually function and whether or not the AC envisions them to be different from each other, offering different things to different communities. Some more discussion followed.

Collections Management

This Program does not have an operating budget, and \$15,500.00 will take care of some basic expenses. Computerizing the collection is the main priority. Director Isaacs recommended that as a future project, the AC get an operating budget allocated to the General Fund by the City; particularly since this is a Charter-mandated responsibility.

IV. PAF REQUESTS (Continued)

Art in Public Places

The total request is \$6,000.00. \$4,500.00 will be needed for reprinting brochures. The other \$1,500.00 is for artists' receptions. Other expenses are met in other ways.

Arts Festival

\$1,000.00 is for planning the future of Commission festivals and any small, unforeseen expenses.

Equipment (\$5,000.00)

Miscellaneous: A photocopying machine for the Gallery, FAX machine for the office, video camera, and VCR.

Administration (\$20,000.00)

Combination of usual, plus reinstatement; more expenses due to new headquarters, e.g. the phones. The General Fund only takes care of the lease.

Festival 2000

Commissioner Mesa-Bains briefly summed up the state of affairs with Festival 2000. The \$20,000.00 requested will relieve financial plight of individual artists and local arts institutions who were especially hard hit by the lack of a final payment. She stated that this is in keeping with the AC's initial commitment to Festival 2000 and is especially crucial since no other City agency has come forward to address the desperation felt by artists.

Committee members felt that a breakdown of how this would be allocated -- so that no deserving group falls through the cracks -- should be given before a recommendation can be made.

Some discussion followed during which Committee members agreed that they would need to see an actual resolution for all NAP needs, totalling approximately \$62,000 -- including the regular Festival request for \$20,00.00, the Festival 2000 \$20,000.00, and other requests -- and as this was not available today, a resolution could be made ready for the Agenda for the November 5 meeting.

Director Isaacs stated that the Gallery, State/Local, and Administration are in a situation such that if money is not moving forward at the November meeting, a crisis will develop by January.

ORIGINAL ARTICLES

SYMPTOMS OF

1. The first symptom is a feeling of general weakness and fatigue, which is usually accompanied by a loss of appetite and a tendency to lose weight. This is often the only symptom at first, and it may last for several weeks or months before any other symptoms appear.

2. The second symptom is a feeling of nervousness and irritability, which is often accompanied by a tendency to become easily excited and to have a short temper. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

3. The third symptom is a feeling of depression and sadness, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

4. The fourth symptom is a feeling of anxiety and worry, which is often accompanied by a tendency to become easily alarmed and to have a sense of impending disaster. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

5. The fifth symptom is a feeling of hopelessness and despair, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

6. The sixth symptom is a feeling of isolation and loneliness, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

7. The seventh symptom is a feeling of guilt and self-reproach, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

8. The eighth symptom is a feeling of shame and embarrassment, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

9. The ninth symptom is a feeling of indignity and humiliation, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

10. The tenth symptom is a feeling of despair and hopelessness, which is often accompanied by a tendency to become easily discouraged and to lose interest in life. This is usually the result of the general weakness and fatigue, and it may last for several weeks or months before any other symptoms appear.

IV. PAF REQUESTS (Continued)

In view of the need for further information on State/Local, the Committee decided to amend the recommendations and allocate a half-year instead of a year's funding at this time, from January through June 1990. The Festival 2000 request was also placed aside until further information was available. The amended allocations were recommended and approved.

The following recommendation was made for presentation to the full Commission on 5 November:

MOTION TO APPROVE \$109,700.00 from the Public Art Fund to be allocated to the following Programs in the following amounts: APPROVED

NAP	\$ 27,500.00
Gallery	19,700.00
AIPP	6,000.00
State/Local	15,000.00
Collections	15,500.00
Art Festival	1,000.00
Equipment	5,000.00
Administration	20,000.00

Moved: Barbara Sklar
Consensus: Unanimous

V. UNFINISHED BUSINESS

None.

VI. NEW BUSINESS

Committee members agreed to hold a Finance Committee meeting on November 5, at 2:30 p.m., just prior to the Regular Monthly Meeting, to discuss funds for Festival 2000.

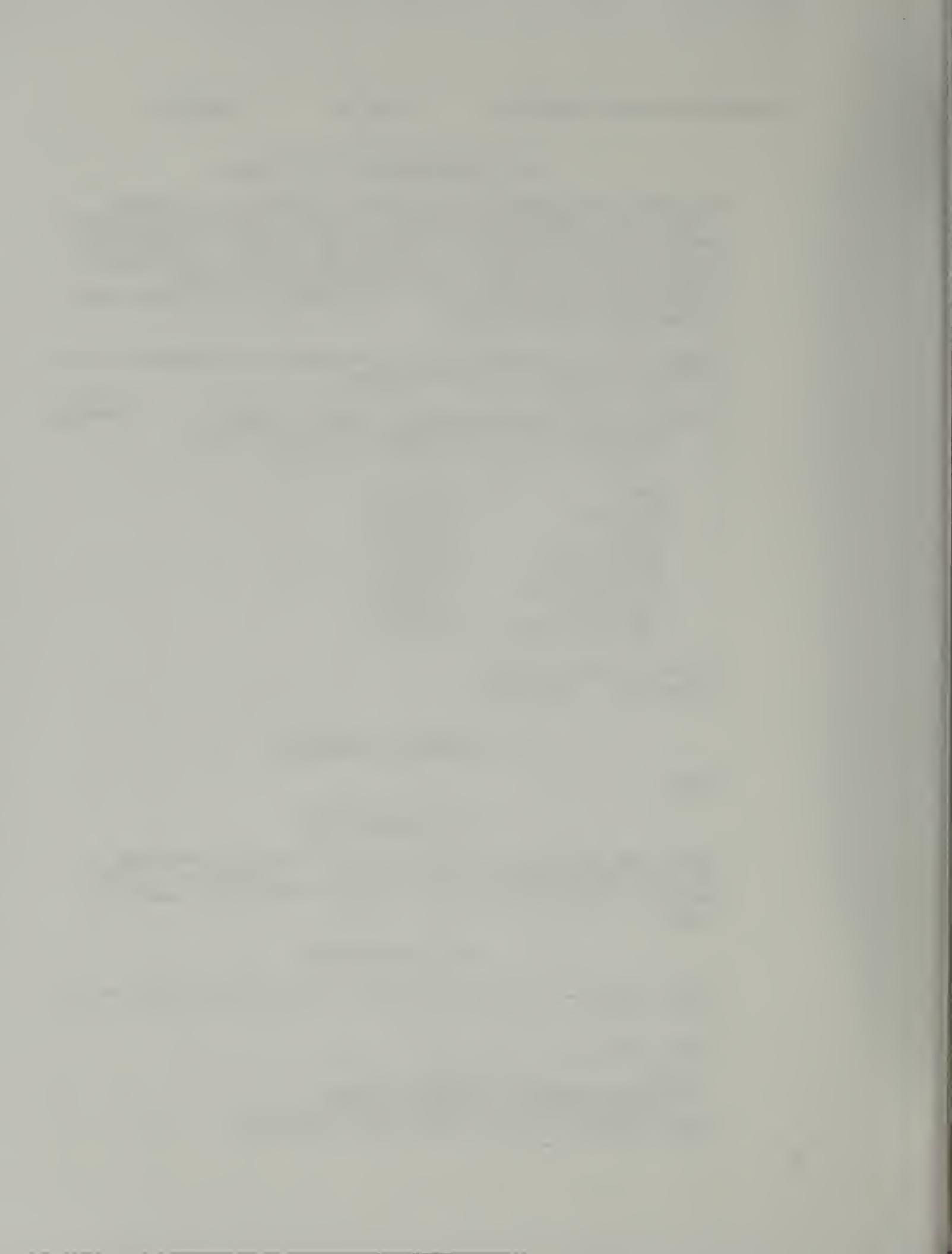
VII. ADJOURNMENT

There being no further business, the meeting adjourned at 3:55 p.m.

Submitted by:



Lemora Martin, Acting Commission Secretary



City and County
of San Francisco



25 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671

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11/5/90

A G E N D A
FINANCE COMMITTEE SPECIAL MEETING
SAN FRANCISCO ARTS COMMISSION
Monday
11/05/90
25 Van Ness Avenue - Suite 70
2:30 p.m.

MAYOR
Art Agnos

I. ROLL

COMMISSIONERS

Barbara Sklar
President

Nancy Boas
Vice President

Vernon Alley
Stanley Elchelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

II. ADDITIONAL FUNDS FOR FESTIVAL 2000

III. ADJOURNMENT

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

PROGRAMS
Arts Festivals
Civic Art Collection
Civic Design Review
Neighborhood Arts
POPS Symphony Concerts
Public Art Program
Street Artists Licenses

Suite 430
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415-554-9679

Arts Commission Gallery
155 Grove Street
415-554-9682

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Kim Fowler
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John Kriken
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EX OFFICIO MEMBERS

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MINUTES
FINANCE COMMITTEE SPECIAL MEETING
SAN FRANCISCO ARTS COMMISSION
5 November, 1990
25 Van Ness Avenue - Suite 70
2:30 p.m.

Commissioner Sklar called the meeting to order at 2:50 p.m.

I. ROLL

COMMISSIONERS PRESENT

Barbara Sklar
Amalia Mesa-Bains - designated alternate for Anne Healy

COMMISSIONERS EXCUSED

Nancy Boas
Anne Healy

STAFF AND OTHERS PRESENT

Howard Lazar, Director, Street Artists Program
Debra Lehane, Collections Manager
Fe Bongolan, Assistant Director, Neighborhood Arts Program
Leah Forbes, Program Coordinator, State/Local Partnership
Program
Lemora Martin, Acting Commission Secretary
Laura Simpson, Administrative Assistant, Friends of the
San Francisco Arts Commission

The Committee agreed to place the following item on the
Agenda:

I. FINANCIAL COLLAPSE OF FESTIVAL 2000/IMPACT ON THE
FRIENDS OF THE SFAC
Laura Simpson

Laura Simpson reported that the Friends, as fiscal receiver for the Festival, signed leases for computers used by the Festival staff in the amount of \$38 - \$43,000.00. The Festival has not made payments on leased computer equipment. If payments on this equipment are two months in arrears, the leasing companies may accelerate payments and demand payment in full. At least one lease falls into this category, and the company has indicated its intention to do this.

If and when the account is accelerated, the amount will exceed that in the Friends General Account, and consequently their ability to pay. The Friends cannot continue to effectively function as fiscal agent to the Arts Commission if they must bear full financial responsibility. There is now only \$8,950.00 left in the Festival account at the Friends.



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I. FRIENDS OF THE SFAC (Continued)

In response to suggestions that responsibility for the account could be switched to the Festival, Laura Simpson stated that the terms of the lease agreement will not allow the Friends to transfer responsibility. The only lease that was actually transferred was a maintenance contract on the FAX machine. None of the others have been.

Commissioner Sklar stated that perhaps the City Attorney could advise so as to protect the Friends accounts. Commissioner Mesa-Bains suggested that the Festival Board could intervene to protect the Friends.

Laura Simpson stated that once the payments are two months in arrears, the company will not consider a buy-out of the equipment, to partially retire the debt. Some further discussion occurred.

II. ADDITIONAL FUNDS FOR ARTISTS PARTICIPATING IN MASKS PROJECT AND COMMUNITY ARTS PROJECTS

Commissioner Sklar stated for the record that the Arts Commission is not giving any money whatsoever to Festival 2000. This money will be paid directly to artists or their fiscal receivers, to compensate them for lack of a final payment from the Festival.

The following recommendation was made for presentation to the full Commission today at the regular meeting at 3:30 p.m.

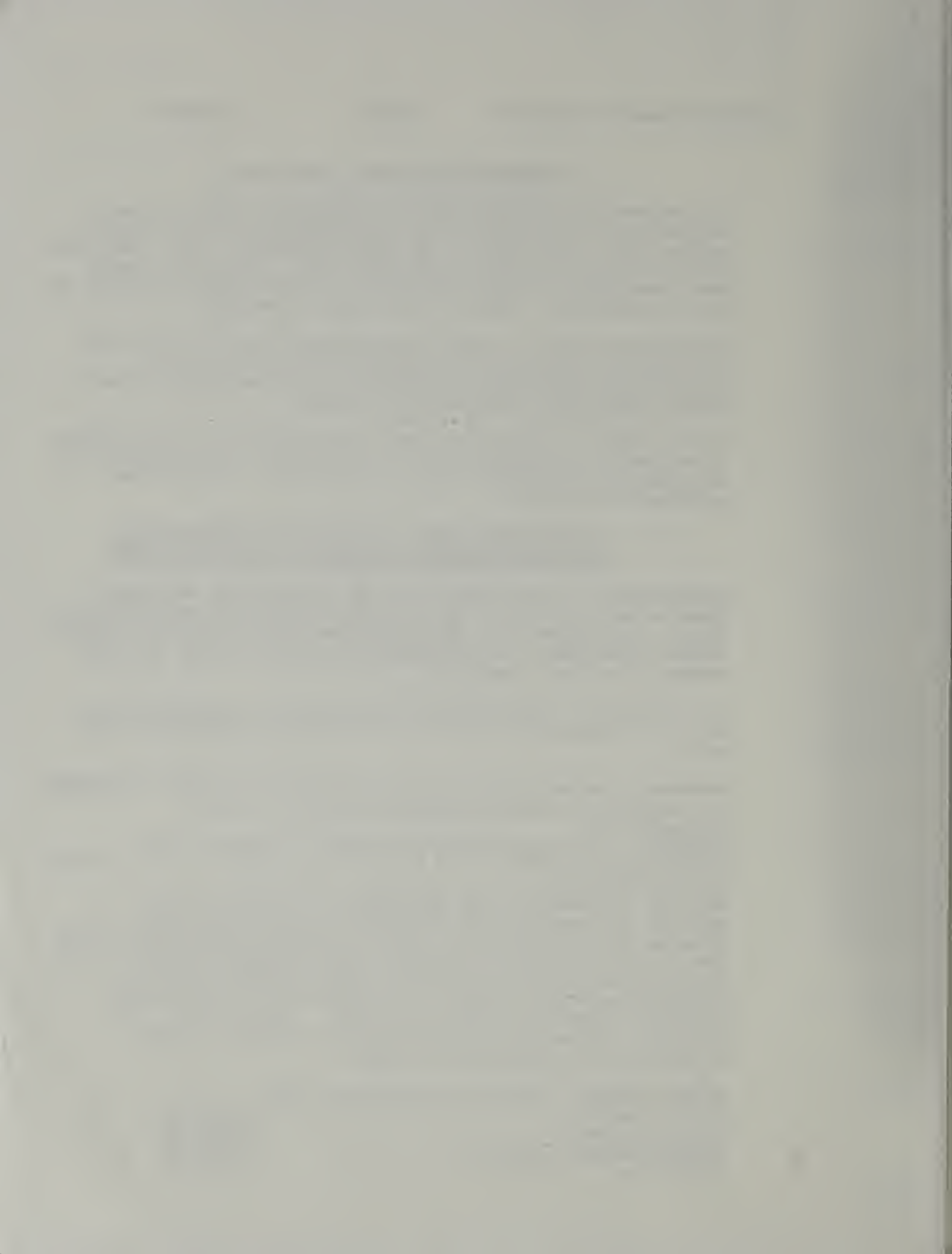
WHEREAS, the San Francisco Arts Commission wishes APPROVED to commend the outstanding success of the Masks Project, and

WHEREAS, the Arts Commission wishes to support the excellent contribution of the Bay Area Community of Artists to the Festival,

Now let it therefore be Resolved to allocate up to \$36,000.00 from available funds in the Neighborhood Arts Program (\$20,000.00), the Youth Arts Fund (\$10,000.00) and the Public Art Fund (\$6,000.00) to complete payment of the artist contracted fees for the Masks Project, and to complete payment of fees for Commissions of community projects presented at the Festival. Furthermore, the artists' projects covered by these payments are not supported by Grants for the Arts.

MASKS PROJECT (Source: Youth Arts Fund)

Calvin Yau Chin	\$2,000.00
Mark S. Knego	2,000.00
Xochitl Nevel Guerrero	2,000.00
Tony Yuen	4,000.00



II. ADDITIONAL FUNDS FOR ARTISTS (Continued)

Recommendation to full Commission/list of artists
(Continued)

COMMUNITY ARTS PROJECTS

Holman Turner (Tapestry)	1,250.00
Marion Gray (Tapestry)	1,250.00
Robert Hsiang (Tapestry)	801.00
Galeria de la Raza	
(Balmy Alley murals & Mexican bus)	3,000.00
Betty Wong (Bright Moon Rising)	1,400.00
Guadalupe Garcia (Coatlicue's Call)	2,800.00
Izu/Aoki (Ballad of the Bones)	8,000.00
Spencer Moon (Film/Video)	500.00
June Watanabe (Tower Collection)	1,875.00*
Ernesto Sanchez (blinded by beauty)	2,000.00*
Voicestra/Oakland Youth Chorus	1,500.00
Western Addition Cultural Center	75.00
Support Services for the Arts	364.00

Total **\$34,815.00**

*partial payment only

Moved: Barbara Sklar
Consensus: Unanimous

III. ADJOURNMENT

There being no further business, the meeting adjourned at
3:00 p.m.

Submitted by:



Lemora Martin, Acting Commission Secretary

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

LABORATORY OF ORGANIC CHEMISTRY

1950-1951

RESEARCH REPORT

NO. 1

BY

DR. J. H. HARRIS

AND

DR. R. H. HARRIS

CHICAGO, ILLINOIS

1951

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

LABORATORY OF ORGANIC CHEMISTRY

1950-1951

RESEARCH REPORT

NO. 2

BY

DR. J. H. HARRIS

AND

DR. R. H. HARRIS

CHICAGO, ILLINOIS

1951

THE UNIVERSITY OF CHICAGO

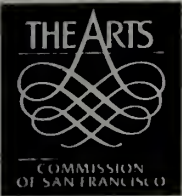
DEPARTMENT OF CHEMISTRY

LABORATORY OF ORGANIC CHEMISTRY

1950-1951

RESEARCH REPORT

NO. 3



25 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671

MAYOR
Art Agnos

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Vice President

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Kim Fowler
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Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Lains, Ph.D.

Rai Y. Okamoto
Dodie Rosekrans

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Presidents of the
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Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR
Claire N. Isaacs

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A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
Tuesday
12/04/90
25 Van Ness Avenue - Suite 70
3:00 p.m.

I. ROLL

II. MUSIC COMMITTEE RESOLUTION AUTHORIZING
THE DIRECTOR OF CULTURAL AFFAIRS TO RENEW
GRANT FROM EL PASO NATURAL GAS,
IN SUPPORT OF 1991 POPS OPENING NIGHT PROGRAM
Anne Smith

III. NEIGHBORHOOD ARTS PROGRAM
Fe Bongolan

- 1) Allocation for annual Cultural Center Contractual
costs, Chinatown NAP, and NAP Programs in the
Community: \$147,427.00
- 2) Allocation for NAP Administrative contingencies:
\$13,082.00

IV. PROPOSED BUDGET
MARKET STREET ART MAINTENANCE FUND
YOUTH ARTS FUND
(MUST BE APPROVED BY BOARD OF SUPERVISORS)
Margie O'Driscoll

V. BUDGET INSTRUCTIONS FROM THE MAYOR
1991-1992
Margie O'Driscoll

VI. STATE/LOCAL FUNDING
Margie O'Driscoll

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. ADJOURNMENT





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MINUTES
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
4 January, 1991
25 Van Ness Avenue - Suite 70
9:00 a.m.

25 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671
FAX # 621-3868

Commissioner Sklar called the meeting to order at 3:12 p.m.

I. ROLL

MAYOR
Art Agnos

COMMISSIONERS PRESENT
Barbara Sklar
Nancy Boas

COMMISSIONERS EXCUSED
Anne Healy

COMMISSIONERS

Barbara Sklar
President
Nancy Boas
Vice President
Vernon Alley
Stanley Eichelbaum
Kim Fowler
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Amalia Mesa-Bains, Ph.D.
Rai Y. Okamoto
Dodie Rosekrans

STAFF AND OTHERS PRESENT

Margie O'Driscoll, Acting Commission Director
Debra Lehane, Collections Manager
Leah Forbes, State/Local Partnership Program Coordinator
Lemora Martin, Acting Commission Secretary
Meg Madden, President, Board of Directors, Friends of
the San Francisco Arts Commission
Laura Simpson, Administrative Assistant, Friends of the
San Francisco Arts Commission

II. FRIENDS OF THE SAN FRANCISCO ARTS COMMISSION
Laura Simpson

EX OFFICIO MEMBERS

Presidents of the
Fine Arts Museum
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Planning Commission,
Recreation and Park
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ACTING DIRECTOR
Margie O'Driscoll

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Laura Simpson stated that the Friends are in the process of going out of business. The computers have been sold. A Board of Directors Meeting will be held on January 22, in order to determine what the status of the corporation will be. The last day of operation will likely be determined at this meeting. Simpson will work full time through the third week of January, and one day per week after that, to finish closing up business operations. The Budget Analyst's Office will be finished examining the books by the 15th of January. The Attorney General's Office is conducting a more in depth investigation.

Discussion occurred regarding information needed by Arts Commission Programs from the Friends files, prior to going into storage.

Debra Lehane requested that grants files come to the AC in order to facilitate auditing at the end of the period covered by the grant, e.g. to supply check numbers, etc. Staff will also need access to information for active grants.

Laura Simpson stated that all Program funds are currently in the Program account and are not in jeopardy. Only a declaration of bankruptcy would jeopardize them, and this is not under consideration at this time.



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II. THE FRIENDS OF THE SFAC (Continued)

Meg Madden asked that the Programs supply a written request to the Friends detailing what is needed by the next Board meeting on the 22nd.

The records will be stored by the San Francisco Foundation, who will not play an active role in the affairs of the Friends.

Some more discussion occurred. Margie O'Driscoll stated that a lengthy Finance Committee meeting will be held at the end of January, prior to the regular February meeting of the Arts Commission to discuss these and other matters pertaining to the dissolution of the Friends.

III. STATE/LOCAL FUNDING California Arts Council Grant Application Leah Forbes

Leah Forbes distributed a memo concerning the Arts Commission's proceeding with funding as the local partner of the Program, along with the California Arts Council, during 1991-92.

Discussion occurred regarding combining and reconfiguring the State/Local and Neighborhood Arts Programs, and how this will tie in with State/Local's request for \$30,000.00 from the Arts Commission as the Local Partner in the coming year.

Forbes stated that under direction from the NAP and State/Local Program Committees, she and Assistant NAP Director Fe Bongolan have worked on the reconfiguration. The current NAP Director and Assistant Director positions will essentially be kept intact, and will have some resemblance to what was originally designed by Civil Service, so as to not jeopardize them as line items in the AC budget.

The State/Local positions are funded by grant monies and hence may be reconfigured according to the priorities of the Commission. These will likely be reconfigured as 'Public Information and Referrals' and 'Arts Education' staff positions.

The new Program Director position would be Director of Community Arts, with responsibility for three Programs: "Arts Education", "Community Organizational Support", and "Public Information & Referrals". Some of the activities in these categories would be grant funded.

Leah Forbes stated that the memo addresses basic operations funding only. The CAC will boost basic operations funding

ORIGINAL ARTICLES

1. The Effect of the Diet on the Blood Sugar in Diabetes Mellitus
2. The Effect of the Diet on the Blood Sugar in Diabetes Mellitus

3. The Effect of the Diet on the Blood Sugar in Diabetes Mellitus
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to \$30,000.00, up from \$12,500.00, in a block grant with a required match. The AC has already matched this with \$30,000.00 for several years. She does not know if there will be special projects money.

Discussion occurred regarding the diminishing financial participation of the State, year by year, in the partnership, and simultaneous increased financial demands on the Arts Commission. Commissioner Sklar stated that the AC's match of \$30,000.00 Level I funding in years past is not sufficient rationale to continue doing so. She stated that perhaps a Foundation match would be a better way to go than a CAC match.

Leah Forbes stated that the grant must be postmarked by February 25. She recommended, keeping in mind what the Commission wants to accomplish in reformulating the Programs, that the AC avail itself of the \$30,000.00 in CAC monies in order to have the flexibility to do more than what an NAP Director and Assistant Director can accomplish by themselves.

Commissioner Sklar requested the RFP from the funding source, to provide more information for decision-making.

Leah Forbes stated that the actual budget contract procedure, during which uses of the Basic Operations money must be explicitly defined, does not happen until late June. So, in the meantime, the reconfiguration can go forward without this money being tied to anything specific.

Some general discussion occurred regarding uses of this money, and how the state portion of the match could be used to pull in some more foundation money to assist with the reorganization.

Leah Forbes agreed to provide Commissioner Sklar with budget guidelines for the CAC grant. She stated that work on the grant application will go forward, and a formal resolution in support of the grant will be requested at the next Finance Committee meeting later this month.

IV. GENERAL BUDGET DISCUSSION Margie O'Driscoll

Margie O'Driscoll stated that considerable time will be needed to discuss the budget at the next Committee meeting. Also, NAP's Grants For the Arts application will need to be approved at that meeting.

She stated that negotiations with the budget analyst for operations funds for the FAX machine are underway.

Some more general discussion followed.

1. The first part of the report deals with the general situation of the country. It is a very interesting and comprehensive survey of the country's resources and its potentialities. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the knowledge of the country.

2. The second part of the report deals with the specific details of the country's resources. It is a very detailed and comprehensive survey of the country's resources and its potentialities. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the knowledge of the country.

3. The third part of the report deals with the specific details of the country's resources. It is a very detailed and comprehensive survey of the country's resources and its potentialities. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the knowledge of the country.

4. The fourth part of the report deals with the specific details of the country's resources. It is a very detailed and comprehensive survey of the country's resources and its potentialities. The author has done a great deal of research and has gathered a wealth of material. The report is well written and is a valuable contribution to the knowledge of the country.

V. OLD BUSINESS

Debra Lehane reported that, due to the closing down of the Friends, she has arranged to do the Warhol and Fleischhacker Grant applications --for Coit Tower-- through the Friends of the Recreation and Parks Commission.

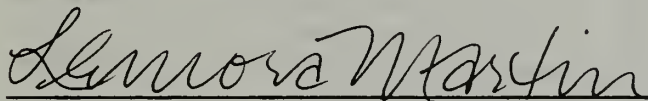
VI. NEW BUSINESS

It was agreed to schedule the next Committee meeting on either Wednesday the 30th or Thursday the 31st of January, from 9:30 a.m. on, for a period of about 2 and 1/2 hours.

VII. ADJOURNMENT

There being no further business, the meeting adjourned at 9:50 a.m.

Submitted by:

A handwritten signature in cursive script, reading "Lemora Martin", is written over a horizontal line.

Lemora Martin, Acting Commission Secretary

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City and County
of San Francisco



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A G E N D A
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
25 Van Ness Avenue - Suite 240
Suite 70
Friday, March 1, 1991
9:00 A.M.

I. ROLL

DOCUMENTS DEPT.

II. MINOR BUDGET CHANGES
Margie O'Driscoll

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III. GALLERY
Anne Meissner

Motion to allow the Gallery to enter into an agreement with Friends of Support Services of the Arts, for the Friends to offer fiscal agent services to the Gallery for a period of one year, to manage tax-exempt, restricted funds.

IV. STATE/LOCAL PARTNERSHIP PROGRAM
Budget for new Programs under CAC and NEA
Discussion
Leah Forbes

V. NEIGHBORHOOD ARTS PROGRAM
Fe Bongolan

Motion to amend NAP's Grants For The Arts 1991-92 request to include \$7,500.00 for additional Cultural Center contractual costs.

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. ADJOURNMENT



]



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MINUTES
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION

1 March, 1991
25 Van Ness Avenue - Suite 70
9:00 a.m.

Commissioner Sklar called the meeting to order at 9:15 a.m.

I. ROLL

COMMISSIONERS PRESENT

Barbara Sklar

Nancy Boas

COMMISSIONERS EXCUSED

Anne Healy

DOCUMENTS DEPT.

STAFF AND OTHERS PRESENT

Margie O'Driscoll, Acting Commission Director
Fe Bongolan, Assistant Director, NAP
Anne Kronenberg, Administrative Analyst
Lemora Martin, Acting Commission Secretary
Louise Jordan, Member, Gallery Advisory Board

MAR 5 - 1991

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Margie O'Driscoll introduced Anne Kronenberg, temporary Administrative Analyst hired to help implement the City Auditor's recommendations, to the Commissioners.

The order of the Agenda was changed, with the Gallery Item being heard first.

II. GALLERY
Anne Meissner

After brief discussion the following Motion was recommended, as amended, for presentation to the full Commission on 4 March:

MOTION TO ALLOW the Gallery to enter into an agreement with Friends of Support Services of the Arts, for the Friends to offer fiscal agent services to the Gallery for a period of one year, to manage tax-exempt, restricted funds; requiring 2 signatures on all checks and pending approval by the City Attorney.

APPROVED

Moved: Nancy Boas
Consensus: Unanimous

O'Driscoll requested that Anne Meissner provide her with a written draft, describing the arrangement between the Gallery and Support Services, to present to the City Attorney. While it is legal for the Gallery to have a fiscal agent, there is some question as to whether they can have a checking account. This must be clarified.



THE HISTORY OF THE CITY OF BOSTON

FROM THE FIRST SETTLEMENT TO THE PRESENT TIME

BY SAMUEL JOHNSON, ESQ.

IN TWO VOLUMES.

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II. GALLERY (Continued)

Meissner produced, for the record, a letter from Friends of Support Services acknowledging the agreement with the Gallery. The letter states who the Board of Directors are.

III. MINOR BUDGET CHANGES

Margie O'Driscoll

Margie O'Driscoll referred to a minor correction on page 8 of the Arts Commission budget for the Neighborhood Arts Program. The salary for the Curator of the Chinese Cultural Center, mistakenly listed under item 'c.', at the bottom of the page, should be listed instead under item 'b', Grants for the Arts expenditures. No monetary amounts will change.

IV. STATE/LOCAL PARTNERSHIP PROGRAM

Budget for New Programs under CAC and NEA

Discussion postponed/Item deleted.

V. RESOLUTIONS

JOINT COMMITTEE MEETING

NAP/STATE-LOCAL PROGRAMS

Margie O'Driscoll and Fe Bongolan

a. Youth Arts Fund Distribution Recommendations 91/92:

O'Driscoll recommended that only percentages, rather than dollar amounts, be designated and approved. She further recommended extracting a 10% administrative fee, prior to any allocations being made. This would not change these percentages. Thus, this parcel can be submitted along with the budget proposal to the Board of Supervisors and the Mayor for approval, as opposed to going through a separate process.

Some further discussion occurred regarding the projects. Commissioners agreed that evaluation and monitoring of these projects should occur each year to determine their effectiveness.

The following recommendation was made, as amended, for presentation to the full Commission on 4 March:

MOTION TO APPROVE the Youth Arts Fund

APPROVED

Distribution Recommendations 91/92: The available funds in 1991-92 will total approximately \$110,500.00 and include the MUNI Bus Shelter funds (\$86,673.00 less 10% for administrative costs) and the NEA Locals Program grant monies (\$32,500.00). The Joint Committee approved the staff recommendations for distribution of Youth Arts Funds for 91/92 as described below:

ORIGINAL ARTICLES

1. The Effect of the Diet on the Metabolism of the Human Body
2. The Effect of the Diet on the Metabolism of the Human Body
3. The Effect of the Diet on the Metabolism of the Human Body
4. The Effect of the Diet on the Metabolism of the Human Body
5. The Effect of the Diet on the Metabolism of the Human Body
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10. The Effect of the Diet on the Metabolism of the Human Body

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10. The Effect of the Diet on the Metabolism of the Human Body

V. NAP/STATE-LOCAL RESOLUTIONS (Continued)Project: % of Total Allocation

Add 10% for administrative costs:

- | | | |
|----|--|-------|
| 1. | Youth Arts Festival | 13.5% |
| 2. | Cultural Centers | 27% |
| 3. | Collaborative projects
w/social service orgs.
a) City Departments
b) Non-profit orgs. | 13.5% |
| 4. | Non-profit Organizations
to support art education
projects for underserved
constituencies in schools
and community settings | 36% |
| 5. | Special Projects, e.g.
CSSSA Scholarships, support
of school tours of Commission's
Public Arts projects in various
city sites, studio tours of artists
developing public art work, etc. | 10% |

Moved: Nancy Boas
Consensus: Unanimous

b. Amendment to NAP's Grants for the Arts Budget Request
91/92:

After brief discussion, the Commissioners made the following recommendation, as amended, for presentation before the full Commission on 4 March:

MOTION TO APPROVE the amendment to NAP's Grants for the Arts 91/92 Budget Request, increasing the amount requested by \$7,500.00, to pay for Cultural Center elevator maintenance costs; the total requested amount will increase from \$149,298.00 to \$156,798.00. APPROVED

Moved: Nancy Boas
Consensus: Unanimous

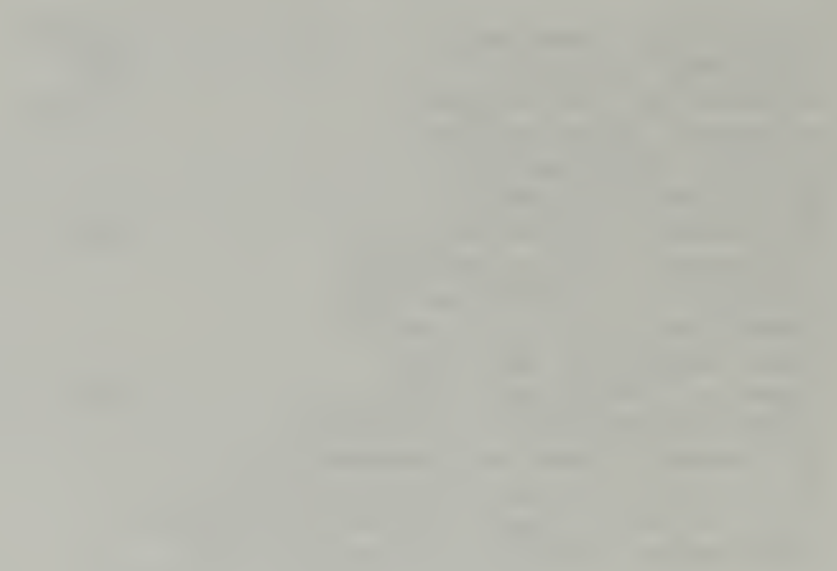
c. Transfer of remaining NAP Funds from Friends of the
Arts Commission to a New Fiscal Agent

Fe Bongolan stated that \$8,806.51 remains in the NAP Program's Friends account. Half of this is Public Art Fund money, and half is the last yearly contribution from the Chinese Culture Foundation, reimbursing the Arts Commission for Julie Cheung's time into their program.

The PAF monies are for specific projects: The Richmond District and Sunset District Arts Workshops. The remaining \$4,000.00 is earmarked for a facilitator to work with the

ORIGINAL ARTICLES

1. The Effect of the Diet on the Course of the Disease in the Case of the Patient with Diabetes Mellitus. (Continued from page 1000)



The effect of the diet on the course of the disease in the case of the patient with diabetes mellitus is a subject of great importance. The diet is one of the most important factors in the management of the disease. The diet should be such as to maintain the blood sugar at a normal level. The diet should be such as to maintain the weight at a normal level. The diet should be such as to maintain the health at a normal level.

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V. NAP/STATE-LOCAL RESOLUTIONS (Continued)

Western Addition Cultural Center, and to pay a consultant for a needs assessment for all the Cultural Centers. Bongolan stated that City Attorney Kathryn Pennypacker recommended transferring the funds to the Controller's Office, rather than the Bayview Opera House. While Bayview was initially proposed as the fiscal receiver, this could be a conflict of interest, since a portion of the funds are to be used for Cultural Center needs assessment. The Commissioners concurred.

The Commissioners made the following recommendation, as amended, for presentation to the full Commission on 4 March:

MOTION TO APPROVE transfer of NAP's funds held APPROVED
by Friends of the Arts Commission to the Controller's
Office, as recommended by the City Attorney.
Moved: Nancy Boas
Consensus: Unanimous

d. Transfer of State/Local Funds from the Friends of the
San Francisco Arts Commission to a New Fiscal Agent

Brief discussion occurred. The Commissioners made the following recommendation for presentation before the full Commission on 4 March:

MOTION TO AUTHORIZE the State/Local Partnership APPROVED
Program to transfer its monies from the Friends
of the Arts Commission to a new fiscal agent,
pending legal recommendation from the City Attorney.
Moved: Nancy Boas
Consensus: Unanimous

VI. OLD BUSINESS

For the record, Commissioner Sklar wished to know if any decision has been made concerning the salary range for the new Director of Cultural Affairs. O'Driscoll responded that she expects to speak with John Walsh, head of Civil Service, today regarding this.

O'Driscoll stated that she is meeting regularly with the Mayor's Budget staff, going over the 1991-92 budget. There will be some minor adjustments.

Brief discussion concerned finding funds to pay for and hiring a Civic Design staff person.

VII. NEW BUSINESS

Commissioner Sklar noted that the April 1 Regular Monthly Meeting is the day after Easter Sunday, and suggested rescheduling it for April 8. She stated she would mention this at the March 4 Regular Monthly Meeting.

Some more discussion concerned the dilemma of being without a fiscal agent to administer grant monies, and the jeopardy in which Arts Commission Programs are consequently placed. The Commissioners recommended that O'Driscoll urge the City Attorney to make resolving this a priority.


O'Driscoll gave a brief report on recent Board of Supervisors meetings held for the purpose of naming a committee to investigate creating a new Department of Cultural Affairs. Supervisor Hallinan recommended that it be composed of 22 members, with each Supervisor appointing one person. The Mayor, CAO, and Arts Commission would also appoint one person each. Supervisor Willie Kennedy offered to take over the difficult task of creating a fair Committee, with Supervisor Hallinan's blessing, and another meeting will be held in two weeks to see what she has put together.

Some more discussion occurred. Commissioners agreed that more than one Arts Commissioner should be an actual voting member of this Committee and recommended contacting individual Supervisors, to this effect.

VII. ADJOURNMENT

There being no further business, the meeting adjourned at 9:55 a.m.

Submitted by:



Lemora Martin, Acting Commission Secretary



25 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671
FAX # 621-3868

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Art Agnos

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A G E N D A

FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
25 Van Ness Avenue
Suite 70 - small conference room
March 28, 1991
10:00 a.m.

I. ROLL

II. ARTIST PAYMENTS
Resolution drafted by City Attorney

III. GALLERY
Discussion/Clarification of fiscal agent Resolution

IV. MOLLY LAMBERT PERSONAL SERVICE CONTRACT
Anne Kronenberg

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADJOURNMENT





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MINUTES
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
28 March, 1991
25 Van Ness Avenue - Suite 70
10:00 a.m.

Commissioner Sklar called the meeting to order at 9:15 a.m.

I. ROLL

COMMISSIONERS PRESENT
Barbara Sklar
Nancy Boas
Anne Healy

COMMISSIONERS EXCUSED
None

STAFF AND OTHERS PRESENT
Margie O'Driscoll, Acting Commission Director
Anne Kronenberg, Administrative Analyst
Lemora Martin, Acting Commission Secretary
Louise Jordan, Member, Gallery Advisory Board

II. ARTIST PAYMENTS
Resolution drafted by City Attorney

Margie O'Driscoll stated that today's Resolution authorizes her to submit an amended application to the CAO for reusing Grants For The Arts funds in a different manner than that initially proposed. This is a pro forma resolution and the CAO's Office is aware of it.

She referred to a previous resolution passed in Committee, authorizing the AC to make payments to artists who suffered financial loss in the wake of the collapse of Festival 2000. These payments will be made from NAP's Grants For the Arts monies, where the projects proved to be more cost efficient than anticipated. These monies have been carried forward and accumulating during the past 2 years.

Ordered:

WHEREAS, Festival 2000, a city-wide multi-cultural arts Festival, took place in October 1990; and

WHEREAS, Festival 2000 was operated by the Festival 2000 Corporation, a non-profit organization; and

WHEREAS, Festival 2000 was an unprecedented undertaking, larger in scope and size than any previous arts festival in the City and County of San Francisco; and





11. ARTIST PAYMENTS RESOLUTION (Continued)

WHEREAS, although the Festival 2000 Corporation was successful in raising 1.8 million dollars, it nonetheless experienced a shortfall in donations after the October 1989 earthquake, along with lower than anticipated box-office receipts; and

WHEREAS, the Festival 2000 Corporation declared bankruptcy on November 9, 1990; and

WHEREAS, certain local artists suffered severe and unexpected monetary losses because of the financial failure of Festival 2000; and

WHEREAS, community-wide cultural festivals like Festival 2000 are essential to the City's cultural heritage and vitality; and

WHEREAS, such festivals play an important role in the wide range of cultural endeavors that attract visitors to San Francisco, and thereby serve to promote tourism and foster the economic well-being of the city and its businesses and residents; and

WHEREAS, the success of such festivals depends upon the continued support and participation of local artists; and

WHEREAS, the financial failure of Festival 2000 has undermined the confidence of artists in such festivals and their future ability to participate; and

WHEREAS, it is in the City's best interest to restore the viability and the reputation of the City's cultural arts community; and

WHEREAS, certain local artists were impacted more than originally thought owing to the current state of the economy; and

WHEREAS, the financial failure of Festival 2000, because of its unprecedented size and scope, created extraordinary circumstances that warrant some restorative action on the part of the City; and

WHEREAS, Providing relief to certain local artists who suffered financial injury because of the failure of Festival 2000 will restore the artists' confidence in, future ability to participate in, and support for, such festivals; and

WHEREAS, The Arts Commission has funds available in its Neighborhood Arts Program Fund from Grants for the Arts; and

WHEREAS, The local artists under consideration have demonstrated an ability to produce high-quality work for local public performance or display, using local talent and staff, with community support; and

II. ARTIST PAYMENTS RESOLUTION (Continued)

WHEREAS, Neither the City and County of San Francisco nor the Arts Commission is obligated to provide financial relief to artists who suffered losses because of the financial failure of Festival 2000, nor is the Arts Commission currently authorized to provide such relief; now, therefore, be it

RESOLVED, That the Acting Director of Cultural Affairs be authorized to submit an amended application to the Chief Administrative Officer seeking authorization for the Arts Commission to use its Neighborhood Arts Program fund from Grants for the Arts to make grants to certain local artists to provide relief from the losses suffered because of the financial failure of Festival 2000, thereby nurturing and sustaining the viability of the City's Cultural and artistic communities, as well as its cultural heritage.

Moved: Barbara Sklar
Consensus: Unanimous

The order of the Agenda was changed, with the Gallery being discussed later.

III. MOLLY LAMBERT PERSONAL SERVICE CONTRACT Anne Kronenberg

Margie O'Driscoll stated that a resolution is required to approve this contract. If approved, Molly Lambert will begin work during early April to primarily take on limited staffing responsibilities for the Civic Design Review Committee and Collections Management responsibility.

Ordered:

Motion to approve the Molly Lambert Personal Service Contract A for up to \$6,500.00, for approximately 13-18 hours per week for a period of six months.

Moved: Nancy Boas
Consensus: Unanimous

IV. MUSIC COMMITTEE ITEMS

The Commissioners unanimously agreed to place several Music Committee recommendations on the Agenda.

Commissioner Sklar noted that a motion authorizing the Director of Cultural Affairs to enter into contract with the San Francisco Symphony Orchestra has not yet been reviewed by the



IV. MUSIC COMMITTEE ITEMS (Continued)

Music Committee, and some more information is required prior to voting. This item will go back to Committee and will be discussed at the Regular April 1 meeting.

Ordered:

Motion to authorize the Director of Cultural Affairs to enter into contract with Welch Catering Company for the rental and cleaning of tablecloths for the 1991 POPS Concert Season, for a cost not to exceed \$7,200.00. A

Moved: Barbara Sklar
Consensus: Unanimous

Ordered:

Motion to authorize the Director of Cultural Affairs to enter into contract with McCune Sound Company for sound amplification, equipment, and related services for the 1991 POPS Concert Season, for a cost not to exceed \$37,540.00. A

Moved: Barbara Sklar
Consensus: Unanimous

Ordered:

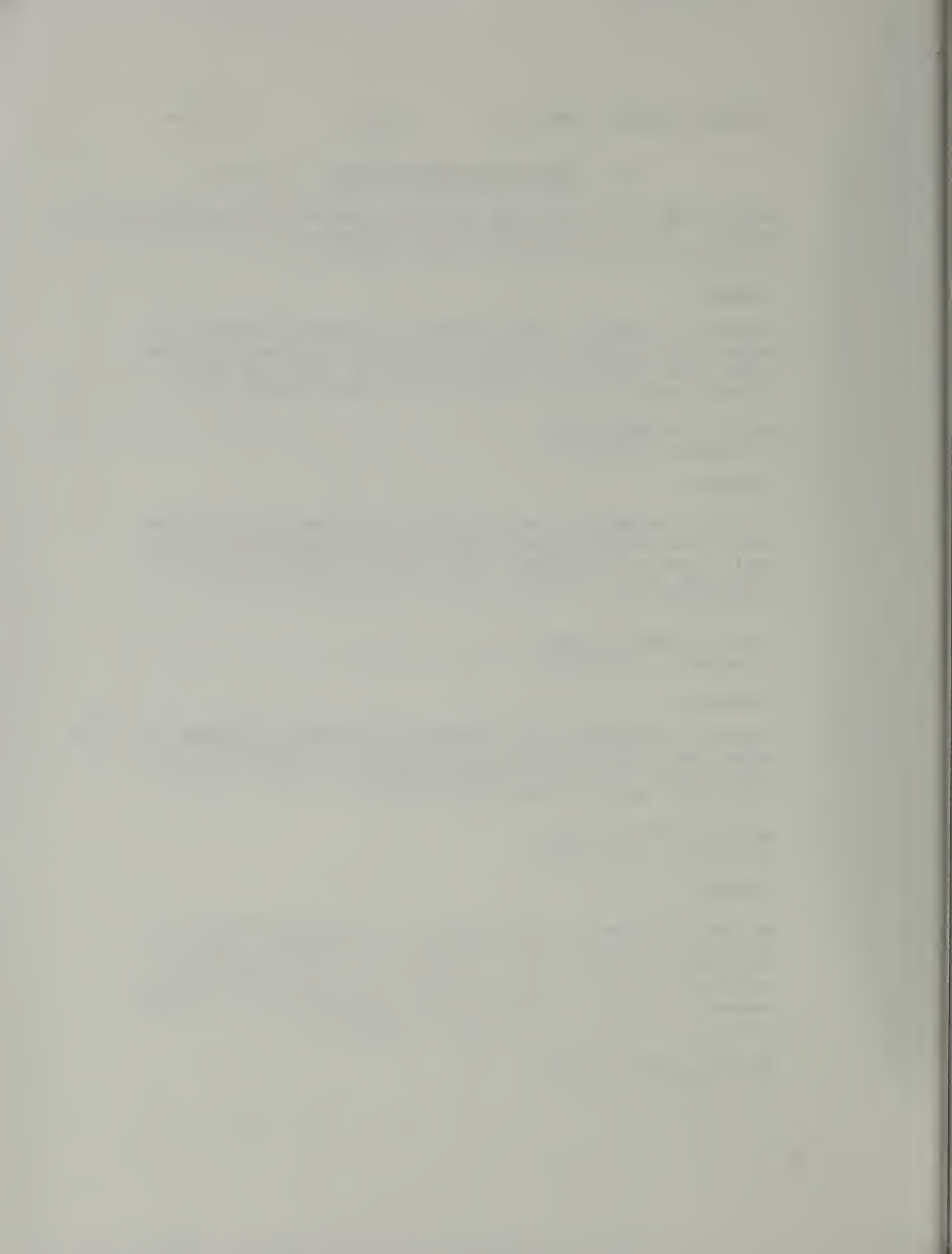
Motion to authorize the Director of Cultural Affairs to enter into contract with John Liikala for creation and maintenance of decor for the 1991 POPS Concert Season, for a cost not to exceed \$20,000.00. A

Moved: Barbara Sklar
Consensus: Unanimous

Ordered:

Motion to authorize the Director of Cultural Affairs to enter into contract with Facilities Management, Inc. of California for the rental of the Civic Auditorium and related services for the period of July 17, 1991, through August 2, 1991, at a basic cost of \$27,000.00 or 10% of gross ticket sales, whichever is highest. A

Moved: Barbara Sklar
Consensus: Unanimous



IV. MUSIC COMMITTEE ITEMS (Continued)

Ordered:

Motion to approve the 1991 POPS admission prices: A
Special Attractions Cole, Grey, Torme, Four Tops:
Table seats \$31.00; Dress Circle \$20.50; Balcony I,
\$16.00; Balcony II, \$12.00; Balcony III, \$5.00.
All Others: Table seats, \$27.50; Dress Circle, \$17.00;
Balcony I, \$10.00; Balcony II, \$7.00; Balcony III, \$2.50.
Dance Night has one Balcony price of \$10.00.

Moved: Barbara Sklar
Consensus: Unanimous

V. YOUTH ARTS FESTIVAL RESOLUTION

After brief discussion, the following item was placed on the Agenda, moved, and approved:

Motion to allocate an additional sum of \$5,000.00 from the A
1990-91 Youth Arts Fund, pursuant to Festival Committee
Report discussion of the March 4, 1991 Arts Commission
meeting, in support of the 1991 Youth Arts Festival,
particularly for Saturday, May 13, 1991, to be designated as
Arts Commission Family Arts Day at the Festival.

Moved: Nancy Boas
Consensus: Unanimous

VI. STATE/LOCAL FISCAL AGENT AGREEMENT WITH
INTERSECTION FOR THE ARTS

Leah Forbes

Margie O'Driscoll stated that when a non-profit corporation dissolves, e.g. the Friends of the SFAC, they must submit a plan to the Attorney General regarding disposition of monies. O'Driscoll, the City Attorney, and the Controller's Office have been meeting to create a way to gain continued access to monies held by the Friends, pending working out a final dissolution plan. Currently, the Friends are not writing any more checks. A unified plan for distribution of the Friends' assets will soon be presented to the Attorney General. The current strategy is to spend out as much money as possible from the Friends accounts, assign some of it to other fiscal agents, and some to the Controllers Office.

In the meantime, Leah Forbes stated that State/Local needs the Committee's approval to use Intersection For The Arts as a fiscal agent on a temporary basis, pending working out a more

THE UNIVERSITY OF CHICAGO

DEPARTMENT OF CHEMISTRY

1950

RESEARCH REPORT NO. 1

THE EFFECT OF TEMPERATURE ON THE RATE OF REACTION

OF HYDROGEN PEROXIDE WITH

IRON(II) SULFATE

BY J. H. KILPATRICK AND J. E. HARRIS

RECEIVED JANUARY 10, 1951

REVISION RECEIVED MARCH 15, 1951

ACCEPTED FOR PUBLICATION

APRIL 10, 1951

THE RATE OF REACTION OF HYDROGEN PEROXIDE WITH IRON(II) SULFATE

WAS STUDIED AS A FUNCTION OF TEMPERATURE AND CONCENTRATION

OF THE REACTANTS. THE RATE INCREASES WITH INCREASING

TEMPERATURE AND WITH INCREASING CONCENTRATION OF

HYDROGEN PEROXIDE. THE ORDER OF REACTION WITH

VI. STATE/LOCAL (Continued)

permanent arrangement, subject to the City Attorney's approval. The California Arts Council has agreed to this. There will be a 10% fiscal fee.

Ordered:

Motion to approve an agreement with Intersection for the Arts wherein Intersection will act as fiscal agent for program funds of the State/Local Partnership Program through June, 1991. This agreement is subject to the approval of the City Attorney and the Board of Directors of Intersection for the Arts. A

Moved: Anne Healy
Consensus: Unanimous

VII. GALLERY

Discussion/Clarification of fiscal agent Resolution
Leah Forbes reporting for Gallery Director Anne Meissner

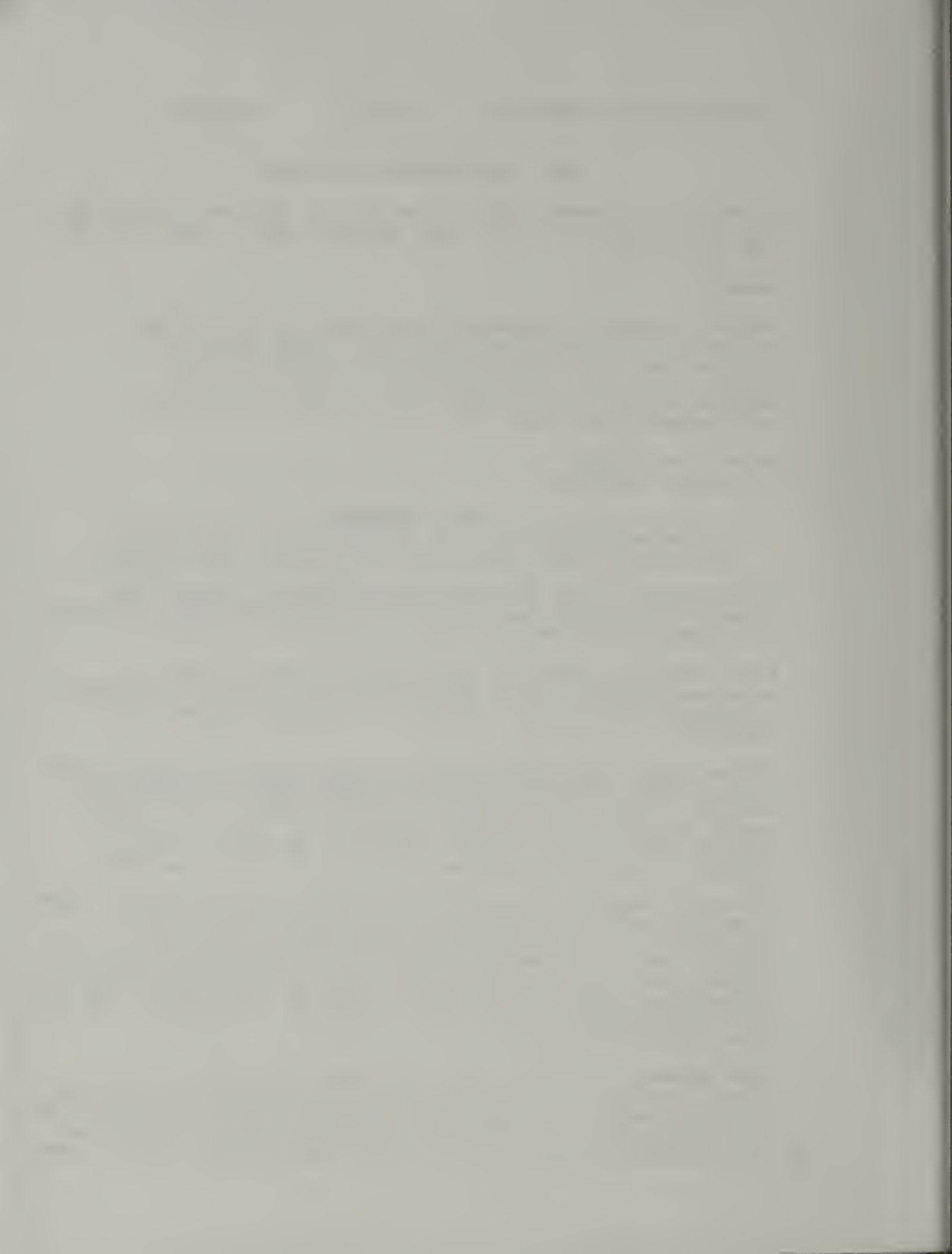
Anne Meissner is on leave during the Gallery closure. The closure is to enable Anne Meissner and Kathleen Kolba to use up accumulated comp time.

Leah Forbes reported that the Gallery's fiscal agent relationship with Support Services for the Arts is a temporary arrangement for one year, subject to approval of the City Attorney.

Forbes stated that Anne Meissner's chief concern is that if the City Attorney decides that it is inappropriate for the Gallery to have a fiscal agent receive its grant monies, she will be unable to continue to operate the Gallery. There is a great deal of casual labor involved regarding installation and technical assistance, and there is no other way to pay them.

O'Driscoll stated that one of the ramifications of Festival 2000 is an inhospitable atmosphere at the Board of Supervisors regarding city departments applying for grants and using fiscal agents. They are unamenable to the idea of city departments having discretionary funds. Since much of the Arts Commission's programming requires this kind of financial flexibility, she has had to continually appear before the Board and defend all AC grant applications.

Some further discussion concerned having Intersection act as fiscal receiver for the Gallery as well as State/Local, citing the practicality of consolidating as many funds as possible with one organization. The Committee asked Leah Forbes to research the satisfaction level of other arts organizations who have used



VII. THE GALLERY (Continued)

Intersection for fiscal agenting and report back to them. They decided to wait and see how Intersection administers the funds of State/Local before seeking to expand their responsibility into other AC programs.

Anne Kronenberg stated that Meissner told her that unless the Gallery gets a fiscal agent soon, the June show will be in jeopardy. Exploration City Site in the outdoor lot adjacent to the Gallery will also have problems continuing.

Forbes stated that the Gallery and State/Local are inextricably linked in their grant application to the CAC. Monies are currently due them and an invoice has been made, with some money going to State/Local and some to the Gallery. Discussion occurred about amending the contract to make the check out to State/Local, rather than the Arts Commission, so that it goes to Intersection. Intersection, in turn, could then make out a check to the Gallery.

VIII. OLD BUSINESSNALAA Economic Impact Study:

Leah Forbes stated that in June of 1989 the Arts Commission agreed to participate in a nationwide Economic Impact Study conducted by the National Association of Local Arts Agencies. San Francisco was to be one of 30 participating cities. The survey instrument is about to be published, including follow-up material. NALAA plans to train local staff at their June convention. The study will be completed, and national comparative information available, by 1993.

The full commitment was \$16,000.00 to be paid out over 3 years time. The AC paid an initial startup fee of \$1,000.00. Another \$5,000.00 was subsequently paid. A bill has been received for another \$5,000.00, and the money is not readily available. There is only \$10,000.00 currently in Public Art Fund reserves. O'Driscoll stated she is loathe to spend half of this, as this money has to carry the Commission --and any contingencies-- through November of 1991. O'Driscoll recommended writing a letter to Robert Duff of NALAA explaining the situation, stating that the new Director of Cultural Affairs will ultimately make the decision.

The Committee recommended approaching Grants For The Arts for funding the rest of this study, as they will benefit greatly from the information garnered by it. Some further discussion occurred.

IX. NEW BUSINESS

None.

X. ADJOURNMENT

There being no further business, the meeting adjourned at 11:00 a.m.

Submitted by:

Lemora Martin, Acting Commission Secretary





5 Van Ness Avenue
Suite 240
San Francisco, CA 94102
(415) 554-9671
FAX # 621-3868

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Art Agnos

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DIRECTOR OF
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Joanne Chow Winship

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Public Design Review
Neighborhood Arts
SOPs Symphony Concerts
Public Art Program
Street Artists Licenses

Suite 430
State-Local Partnership
15-554-9677
ArtHouse
15-554-9679

Arts Commission Gallery
35 Grove Street
15-554-9682

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#2

11/20/91

MINUTES
FINANCE COMMITTEE
SAN FRANCISCO ARTS COMMISSION
20 November 1991
1:00 p.m.
25 Van Ness Avenue - Suite 70

DOCUMENTS DEPT.

NOV 27 1991

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Commissioner Sklar called the meeting to order at 1:15 p.m.

ROLL

COMMISSIONERS PRESENT

Barbara Sklar
John Kriken (dep. 2:20 p.m.)
Nancy Boas (arr. 1:25 p.m.)

COMMISSIONERS EXCUSED

None

STAFF PRESENT

Joanne Chow Winship, Director of Cultural Affairs
Maya Rath, Administrative Assistant
Sonia Gray, Director of Community Arts and Education Program

1. PERSONAL SERVICE CONTRACTS

Director Winship requested that Molly Lambert's current contract be extended until the end of January for \$1,500.

Director Winship also requested a contract for Eleanor Beaton to manage the Market Street Art In Transit Program and other Public Art projects for the next 6 months. The contract is not to exceed \$9,000.

Motion to authorize the Director of Cultural Affairs to extend Molly Lambert's contract until the end of January, not to exceed \$1,500. A

Moved: John Kriken
Consensus: Unanimous

Motion to authorize the Director of Cultural Affairs to contract Eleanor Beaton for a period of six months to manage the Market Street Art in Transit Program and other Public Art projects at a cost not to exceed \$9,000. A

Moved: John Kriken
Consensus: Unanimous





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2. CALIFORNIA ARTS COUNCIL GRANT APPLICATION

Director Winship requested permission from the Committee to apply for funding from the California Arts Council. She informed the Commissioners that CAC has \$1.94 million to spend on local art agencies. Winship explained that Level I funding was for general agency operating support and Level II funding was for project support. Winship wants to apply for Level I funding for \$30,000 and Level II funding at \$40,000. Support for ArtHouse will be requested in Level I funding.

Motion to authorize the Director of Cultural Affairs to apply to the California Arts Council for a grant of up to \$30,000 for Level I funding and for up to \$40,000 for Level II funding. A

Moved: John Kriken
Consensus: Unanimous

3. SAN FRANCISCO BEAUTIFUL GRANT APPLICATION

Director Winship informed the Committee that the deadline for submitting the San Francisco Beautiful Grant application was November 1. The request was made for \$5,000 towards banners for Market Street. This needs to go to the Board of Supervisors, so a retroactive approval for the grant application is necessary.

Motion to authorize the Director of Cultural Affairs to apply for, accept, and expend a grant of \$5,000 from San Francisco Beautiful for the Market Street Art In Transit Program. A

Moved: Sklar
Consensus: Unanimous

4. ANNUAL MEMBERSHIPS

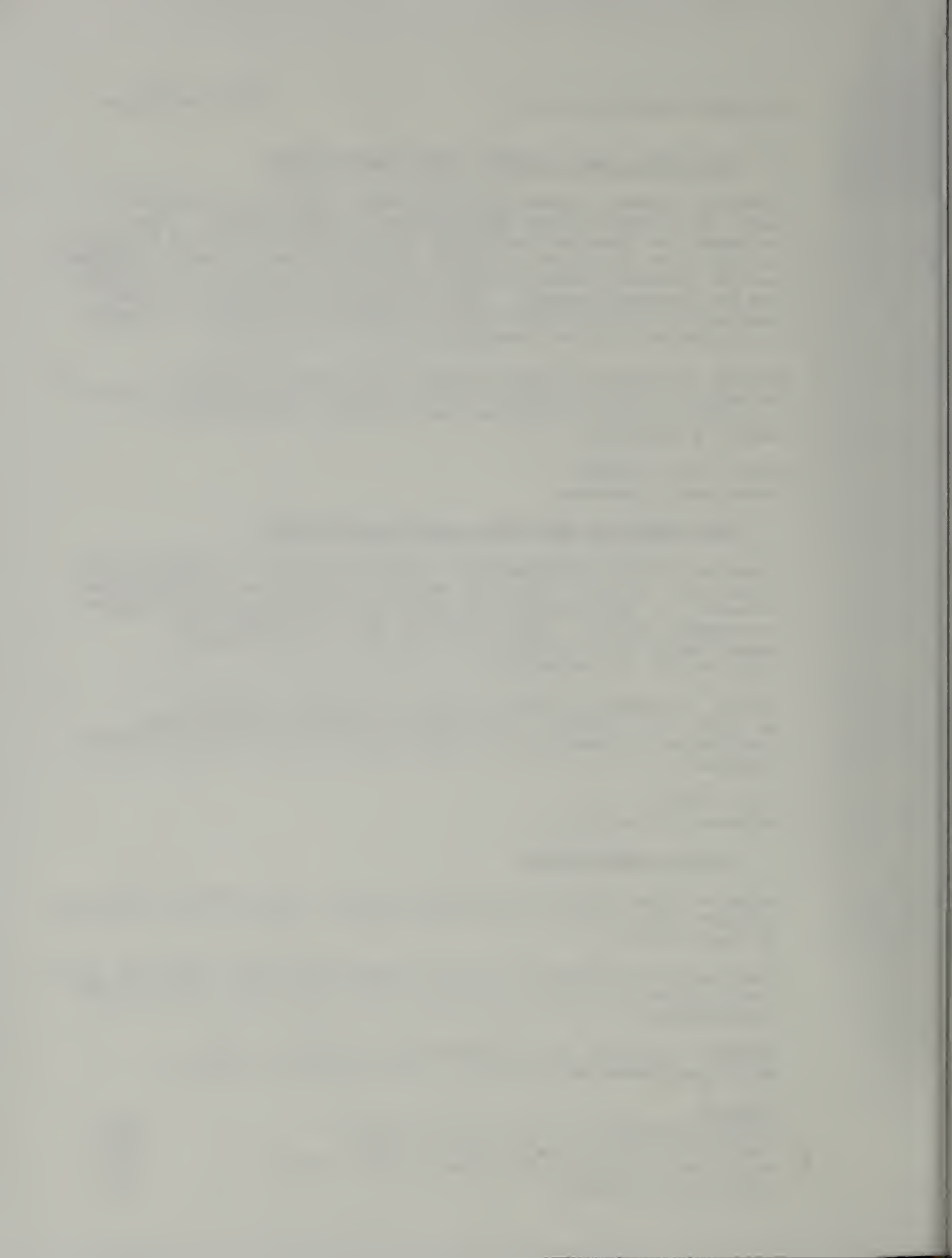
Director Winship reviewed membership fees requested by the programs that require the Commissioners' approval for the Board of Supervisors.

The Committee reviewed a list of membership fees, some of which are required for lower insurance rates and others for program information:

Motion to approve the expenditure of \$780 for the following membership fees for Arts Commission programs: A

Gallery

American Federation for the Arts (AFA)	\$220
Non-Profit Gallery Association (NPGA)	\$ 20
Nat'l Assoc. of Artists Organizations (NAAO)	\$100
Apprentice Alliance	\$100



4. ANNUAL MEMBERSHIPS/MOTION TO APPROVE (Continued)

Visual Arts Program

Bay Area Consortium for the Visual Arts (BACVA)	\$ 80
International Sculpture Center (ISC)	\$ 40

Administration

Nat'l Assembly of State Arts Agencies Affiliate (NASAA)	\$220
--	-------

Moved: Boas

Consensus: Unanimous

5. PROGRAM BUDGET REVIEW

Director Winship distributed a spreadsheet showing the total sources of funds/income for this fiscal year for all programs.

Detailed program budgets were also reviewed that matched up expenditures against their specific funding sources.

The Commissioners agreed that these types of reports were necessary for the operation of the Arts Commission staff, but were too detailed for their purposes. What the Commissioners are most concerned about and want to be informed of are any red flag items that would indicate overspending.

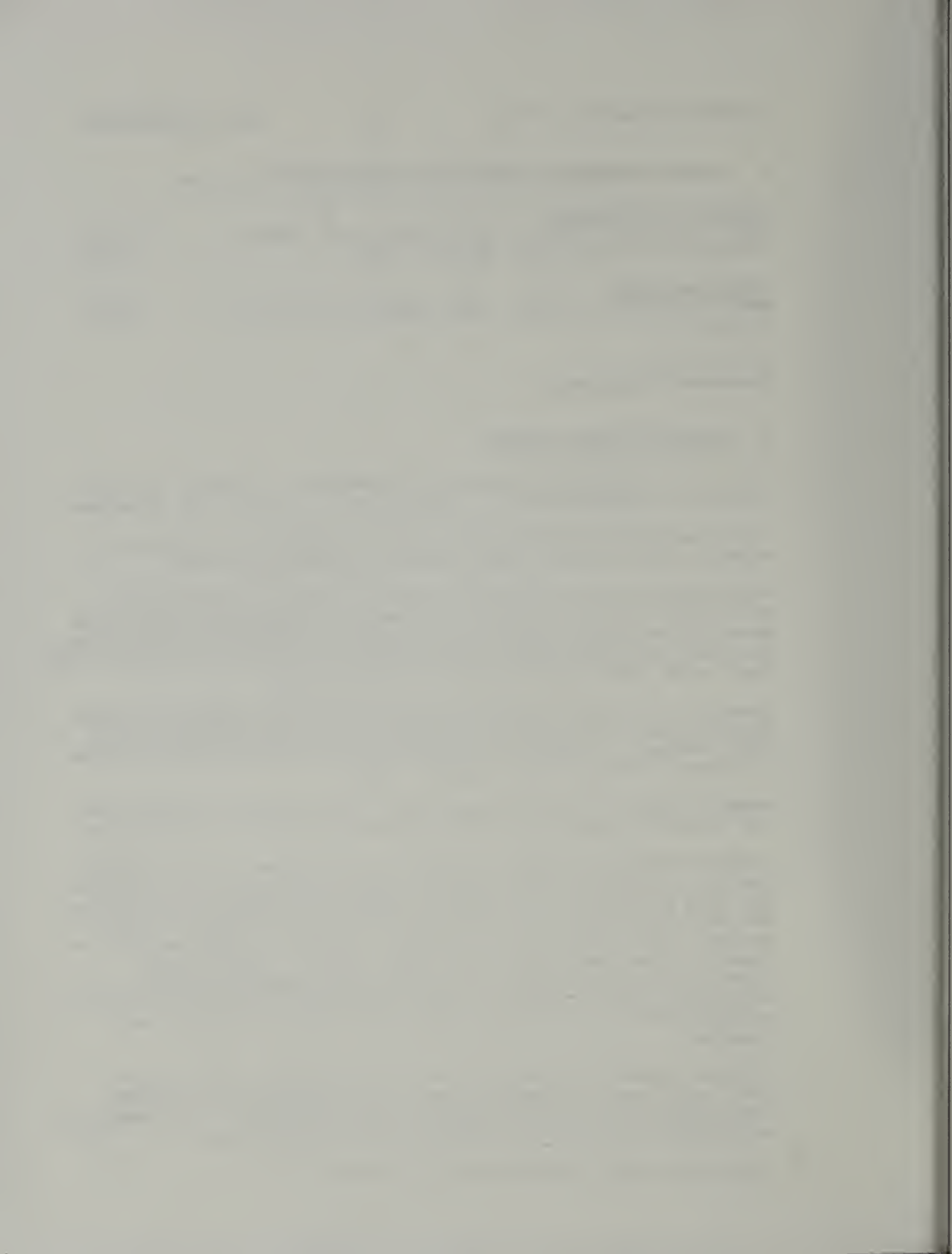
Commissioner Sklar suggested that the programs submit monthly variance reports which would make them more accountable for their budgets. Winship indicated that administrative reviews of program budgets have already begun.

Summary pages for each program with year-to-date expenditures and budget balances will be presented to the full Commission.

Director Winship invited Sonia Gray to the meeting to discuss funding allocations for specific grant programs. A discussion was held concerning the fact that she was unaware of criteria for organizations receiving monies from the Community Arts Program. The Program will allocate funds to organizations but forewarn them that next year there will be criteria and guidelines established for all granting programs. The guidelines and criteria will also encourage incentives such as collaborations and partnerships with other facilities and programs.

Director Winship suggested there be an outside review panel that would make recommendations to the Commission on grant disbursements based on guidelines and criteria. The Commission would have the ultimate approval on recommendations.

John Kriken left the meeting at 2:20 p.m.



5. PROGRAM BUDGET REVIEW (CONTINUED)

A discussion ensued concerning the need for a resolution for each grant allocation if this budget for the Community Arts program was approved. Ms. Rath had discussed this with John Madden, Chief Assistant Controller, who stated that if the Committee approves an expenditure budget, individual expenditures do not need to be voted on.

Annual requests for funds have been received. In order for funds to reach the communities in a timely manner, a list of recommended grantees will be presented to the Commission for approval at the December meeting. It is hoped that beginning in 1992-1993, review panels will recommend grantees to the Commission for approval.

Motion to approve the Community Arts Program budget as submitted. A

Moved: Sklar
Consensus: Unanimous

Motion to approve the payment of \$500 to "Intersection for the Arts" for work on the Multicultural Arts Survey for payment to Jean Lee Wong. A

Moved: Sklar
Consensus: Unanimous

Director Winship did point out that the Street Artist Program was experiencing a shortfall of expected revenues. A discussion of the program followed.

Director Winship asked for approval of the budget as presented.

Motion to approve the budget as presented on the page entitled "Total Sources of Funds as of 7/91." A

Moved: Sklar
Consensus: Unanimous

Director Winship also pointed out that the POPS money that was expected this year was approximately \$241,034. Some of this anticipated money would be allocated to the Gallery, Community Arts and City Collection. The remainder of the money will remain under Administration for the time being until she receives specific proposals from the programs and discusses the proposals with the appropriate committee.

6. NEW BUSINESS

The next Committee meeting is scheduled for December 18 at 2 p.m.

7. ADJOURNMENT

There being no further business, the meeting was adjourned at 2:55 p.m.

Submitted by:

Maya Rath
Maya Rath
Administrative Assistant

11-21-91
Date

FILE: TOTBUDG.WKS	11.25.91	11:01	TOTAL SOURCES OF FUNDS AS OF 7/91							
		TOTAL	ADMIN	ART ENRICH	GALLERY	CITY COLLECTIONS	COMMUNITY ARTS	STREET ARTISTS	POPS	OTHER

A. General Fund										
Carry Forward from Prior Year		\$2,894					\$2,894			
New Allocation		\$1,303,624	\$645,644		\$9,200	(A)	\$10,682		\$638,098	
Capital Improvements		\$47,860	\$4,000		\$5,160	\$21,000	\$17,700			
B. Additional Allocations										
		\$24,577							\$24,577	
C. Public Art Fund										
Reserves as of 7/91		\$419,696	\$12,625	\$18,527	\$13,707	\$17,120	\$36,366		\$321,351	
Anticipated		\$241,034	\$207,184 ***		\$9,350	\$10,000	\$14,000			
D. Former Friends Account as of 7/91										
		\$50,923	\$10,190	\$2,491		\$9,342	\$2,341		\$25,385	\$134
E. Work Orders - balance as of 10/21										
		\$1,616,989		\$1,616,989						
F. Grants										
Grants held by Arts Commission		\$38,466			\$3,466		\$30,000			
Grants elsewhere		\$66,000			\$7,500 *	\$30,000 **			\$23,500 **	
G. Earned Income as of 7/91										
Anticipated		\$4,266			\$4,170		\$96			
		\$171,218			\$3,950	\$5,588		\$161,680		
H. Gift Funds										
		\$3,751	\$3,751							
I. Hotel Tax as of 7/91										
		\$45,592					\$45,592			
New in FY 92		\$135,600					\$135,600			
J. Market Street										
		\$102,500		\$55,500		\$47,000				
K. Youth Arts Fund										
Balance as of 7/91		\$40,000					\$40,000			
New in FY 92		\$77,550					\$77,550			
TOTAL		\$4,442,540	\$883,384	\$1,693,507	\$62,003	\$140,550	\$463,321	\$161,680	\$1,037,311	\$184

(A) \$2,061 for Collections expense is funded from Administration's General Fund account

* LCF Foundation Grant at Intersection

** Grant monies in an account at Friends of Recreation & Parks Corp.

*** El Paso Grant monies in Chamberworks account

**** Unbudgeted program monies to remain in Administration until program plans are approved



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e 240
Francisco, CA 94102
554-9671
621-3868

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Agnos

COMMISSIONERS

ara Sklar
Ident
cy Boas
President
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e Healy
n Kriken
ert F. LaRocca
ny Lim
lla Mesa-Balns, Ph.D.
y. Okamoto
ie Rosekrans

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hne Chow Winship

GRAMS
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c Design Review
ghborhood Arts
S Symphony Concerts
lc Art Program
et Artists Licenses

430
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Commission Gallery
Grove Street
554-9682



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#1
12/18/91

A G E N D A

FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION

25 Van Ness Avenue
Suite 70

December 18, Wednesday
2:00 p.m.

1. Approval of Minutes of November 20, 1991
2. Expenditure Budget for FY 91-92
3. Public Art Fund Allocations - Discussion
4. Public Information and Outreach Budget
5. Increase in Revolving Fund
6. Street Artists Program
7. Unfinished Business
8. New Business
9. Adjournment

DOCUMENT - EPT.

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PROGRAMS
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Public Art Collection
Public Design Review
Neighborhood Arts
SFSU Symphony Concerts
Public Art Program
Street Artists Licenses

Office 430
State-Local Partnership
554-9677
House
554-9679

Arts Commission Gallery
5 Grove Street
554-9682



SF
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#2
12/18/91

MINUTES
FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION

18 December, 1991
25 Van Ness Avenue - Suite 70
2:00 p.m.

Commissioner Sklar called the meeting to order at 2:20 p.m.

1. ROLL

COMMISSIONERS PRESENT

Barbara Sklar
Nancy Boas

COMMISSIONERS EXCUSED

John Kriken

STAFF AND OTHERS PRESENT

Joanne Chow Winship, Director of Cultural Affairs
Maya Rath, Administrative Assistant
Howard Lazar, Director, Street Artists Program
Lemora Martin, Acting Commission Secretary
Louise Jordan, Member, Gallery Advisory Board

2. APPROVAL OF MINUTES OF NOVEMBER 20, 1991

The Commissioners unanimously voted to adopt the Minutes of
November 20, 1991.

DOCUMENTS DEPT.

Moved: Barbara Sklar
Consensus: Unanimous

DEC 30 1991

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3. EXPENDITURE BUDGET FY 91-92

Director Winship reported that at the previous Finance Committee meeting a summary of projected income and a detailed report of expenses by Program was presented. The document entitled Total Sources of Funds for FY 91-92 was approved. By identifying sources of funds for the program, this document also indicated the amount available for expenses.

Administrative Assistant Maya Rath clarified that income was approved at last month's meeting but technically, not expenses. The expenditure budget for the current fiscal year was reviewed:

Page 1 - Income/sources of funds approved at the November meeting.

Page 2 - Expenses projected for the coming year, in the most summarized form. Total expenses line items are what Winship, Rath and Program Directors have projected to spend in the coming year, given projected funds.

3. EXPENDITURE BUDGET (CONTINUED)

The total expenses on page 2 subtracted from the total income on page 1 will give carry-forward figures for the next year (92-93).

Rath clarified that monies to be carried forward are in appropriate accounts. General Fund monies, on the otherhand, must be spent in the coming fiscal year and cannot be carried forward.

Pages 3,4, and 5 are a further detailed breakdown of the expenses.

Rath clarified that administrative expenses have decreased slightly, due to the Assistant Director position being cut from the Neighborhood Arts Program.

The Commissioners voted unanimously to approve the Expenditure A portion of the fiscal year 1991-92 budget for the Arts Commission.

Moved: Barbara Sklar
Consensus: Unanimous

4. PUBLIC ART FUND ALLOCATIONS DISCUSSION

a. POPS

Winship stated that by February 1, the Arts Commission must submit to the Board of Supervisors the net profit figure realized from the 1991 POPS Concerts Series and the start up figure for the coming season.

After monies from the Public Art Fund have been allocated to Programs for the coming year, there will be about \$300,000.00 start-up funds for the POPS.

b. Infrastructure Needs

Winship stated that infrastructure needs of the Agency need to be addressed. She cited, as a priority, an internal computer network database system to enable staff to share accounting and program information.

Currently, the accounting assistant does not have a computer. Were he to have one, he could be more effectively utilized by networking with the principal accountant's computer. These computers need to be linked to that of the Administrative Assistant, as well.

Commissioner Sklar requested that Winship investigate the cost of creating a network system and present a specific plan to the Committee. Some further discussion occurred and Rath stated that, based on a preliminary investigation, the cost for a new computer and printer would be about \$4,000.00.

4. PUBLIC ART FUND ALLOCATIONS (CONTINUED)

b. Infrastructure Needs (Continued)

She also stated that a central office filing system is needed, and that she would look into systems in use by other Departments.

Commissioner Sklar and Director Winship concurred that evaluations of the Gallery and Street Artists Programs are needed vis a vis Long Range Planning. Some further discussion occurred.

The next Agenda item, Increasing the Revolving Fund, was postponed until the next meeting, due to time constraints.

5. PUBLIC INFORMATION AND OUTREACH

Director Winship stated that the \$5,000.00 expenditure for the NALAA economic survey on the local economy and the arts needs to be budgeted.

Discussion turned to the need for the Arts Commission to disseminate information to the community in a coordinated fashion.

Winship stated that she would put together some public information possibilities. A decision needs to be made about what to emphasize in publicizing Arts Commission Programs. Some discussion followed.

6. STREET ARTISTS PROGRAM

Director Winship stated that the Program is severely in need of revenues. The projected deficit for this year is \$23,480.00.

Program Director Howard Lazar stated that in previous years, when the licensing fee was much lower, many artists would purchase a license and hang onto it, without actually selling in a space more than a few times a year, if that. Last year, when the fees were raised, with the trade-off of fewer artists in the Program, many artists were driven away. Within the past five months, about 160 people have dropped out of the Program. For every four artists called for screenings, 1 in 4 will show up. Formerly there was a waiting list of 4 years to get a license. Now, the wait is about 2 months. The Program needs at least 500 people paying the full fee for the year to stay solvent. By law they may pay a quarterly fee rather than an annual one. The Program needs a cushion of some 140 street artists, to allow for this fluctuation.

Discussion concerned ways of raising additional revenues. Lazar stated that any additional fees, e.g. a 'penalty' fee for artists going off and on the rolls, must be decided by the City Attorney.

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6. STREET ARTISTS PROGRAM

Commissioner Boas inquired as to whether the current fee is appropriate to the goals of the Program, e.g. the widespread feeling that the quality of goods sold could be upgraded.

Lazar responded that one of the initial purposes of this Program was to serve as a start-up for artists who are still perfecting their craft, and who are not yet established.

Some further discussion occurred.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

None.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 3:15 p.m.

Submitted by:

Lemora Martin
Lemora Martin, Acting Commission Secretary

12/20/91
Date

PHYSICS 231, FALL 2011

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PHYSICS 231, FALL 2011



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Joanne Chaw Winship

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Civic Art Collection
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POPS Symphony Concerts
Public Art Program
Street Artists Licenses

Suite 430
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(415) 554-9677
ArtHouse
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Arts Commission Gallery
55 Grove Street
(415) 554-9682

A G E N D A

FINANCE COMMITTEE MEETING
SAN FRANCISCO ARTS COMMISSION
25 Van Ness Avenue
Suite 70
January 30, 1992
9:00 a.m.

1. Approval of Minutes of December 18, 1991
2. FY 1993 General Fund Budget
3. FY 1992-93 Public Art Media Fund Budget
4. Personal Service Contracts for Art Enrichment Program
5. Other Business
6. Adjournment

DOCUMENTS DEPT.

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~~MINUTES~~
~~FINANCE COMMITTEE MEETING~~
~~SAN FRANCISCO ARTS COMMISSION~~
~~JANUARY 30, 1992~~
~~25 VAN NESS AVENUE, SUITE 70~~
~~9:00 a.m.~~

Commissioners Present:

Nancy Boas
John Kriken
Dodie Rosenkrans

DOCUMENT - 17.

Staff:

Joanne Chow Winship
Maya Rath
Raymond Wong

FEB 26 1992

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Meeting was called to order at 9:05 a.m.

PERSONAL SERVICES CONTRACT

Director Winship informed the Committee that 2 staff members from the Art Enrichment program would be out on maternity leave beginning in April. Director Winship explained the need for a extending personal services contracts for contracted employees already working in that area to help with the program workload during this time and recommended that Eleanor Beal's contract be extended to full time and that Molly Lambert's contract be extended through this time period to work 2 days per week.

Motion to allow the Director of Cultural Affairs to negotiate an extension of Molly Lambert's contract according to time and services needed for Art Enrichment program not to exceed \$5,800. APPROVED

Moved: Boas

Consensus: Unanimous

APPROVAL OF MINUTES

Motion to approve the minutes of the December 18, 1992 meeting. APPROVED

Motion: Kriken

Consensus: Unanimous

FY 1992/93 GENERAL FUND BUDGET

Director Winship informed the Committee that the new Administration had requested a 10% cut of each department's General Fund budget.

Ms. Rath reviewed the calculation of the baseline with the Committee, noting that a \$130,362 cut was necessary in order to achieve the adjusted baseline of \$1,208,875. She and the Budget Analyst worked together to determine the adjusted baseline which takes into consideration the actual Municipal Symphony City Allocation for the current fiscal year and increases in uncontrollable fixed costs such as rent that will occur next year.

Director Winship reviewed the different scenarios that would achieve this 10% cut.

The scenarios reviewed were:

A. Holding all salaries and positions constant and cutting some overhead expenses such as light, heat and power for the cultural centers and Art Gallery and the hazardous permit fees for the cultural centers; and funding them from the Public Art Fund; cutting some program expenses and funding these from the Public Art Fund; cutting the Municipal Symphony allocation by 10%; eliminating Suite 430 and reducing the Arts Commission's rent.

Commissioner Kriken suggested that the cultural centers move towards funding their own expenses for light, heat and power and the permit fees. He suggested the Ft. Mason Foundation as a model to which these cultural centers should look.

B. The second scenario showed a cut of some program expenses to be funded from the Public Art Fund; a 10% cut of the Municipal Symphony fund; elimination of suite 430; and cutting the remainder necessary from positions and benefits.

Director Winship commented she did not favor that scenario although she informed the Committee that Commissioner Sklar did feel that some cuts in positions needed to be shown.

A discussion was held concerning which Arts Commission programs were discretionary. It was noted that the Art Gallery and Community Arts and Education programs were the only two discretionary programs. Director Winship said that core administrative personnel could also be reviewed for possible cutting.

A discussion was held concerning the Gallery operation and how it could generate more earned income. The feeling of the Committee was that the Commission wanted to support emerging artists through the Gallery but that the Gallery's programming was stale.

Commissioner Rosenkrans suggested other ways the Gallery could generate more income including renting it to other private art entities for space. It was also reminded that the Gallery should continue to be accessible and meet the needs of the public sector. Any changes made to the operation of the Gallery should allow for a change back to serving the public sector.

C. This scenario of cuts showed a 10% cut from the Municipal Symphony Fund, elimination of suite 430; elimination of some program expenses that would be funded by the Public Art Fund; cutting one-half of a position and the remainder of the cuts to be taken from light, heat and power which would be funded by the Public Art Fund.

D. Director Winship explained that she wanted to submit to City Hall a more realistic scenario of budget cuts which would be less than a full 10% cut. A scenario was discussed which would keep the full symphony allocation, eliminate some program expenses, eliminate suite 430 and cut a full time position to half time. This would result in a 4% cut rather than a 10% cut. Director Winship informed the Committee that Commissioner's Sklar's preferred these cuts and that the previous scenario (C) should be used as a backup.

Commissioner Boas stated that she felt it was important to negotiate that not more than 4% cuts be made to the Arts Commission's budget. A discussion was held concerning the need to demonstrate to the Administration how difficult it was for smaller departments to operate on such limited budgets and how devastating a 10% cut could be.

A discussion was held as to which positions would be eliminated if it was necessary to cut a half of a position.

Motion to submit scenario D as the proposed Arts Commission General Fund budget with cuts coming from some program funds, suite 430 and the elimination of one-half of a position and that scenario C, with additional cuts to the Symphony fund and light, heat and power would be submitted as a back up. It was also recommended that the cultural centers begin to explore ways of paying for their own facility expenses.

APPROVED

Motion: Boas

Consensus: Unanimous

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Commissioner Boas suggested that the Arts Commission also should receive credit and recognition for what it has saved the City. She cited the example of saving the City about \$1 million on the Moscone project by changing architects.

PUBLIC ART FUND

Ms. Rath distributed a draft of a letter to the Board of Supervisors describing the amount credited this year to the Public Art Fund as a result of this year's Pops concerts and to which programs and for what purpose the funds have been or will be allocated.

A discussion was held concerning the section describing the use of funds to be used to offset the cuts being made from the General Fund. It was concluded that this section remain in the letter but that if these funds were not used for this purpose, a new letter could be sent to the Board of Supervisors detailing how the funds were spent.

Ms. Rath stated that she has not found a similar letter to the Board of Supervisors for prior years and that Commissioner Sklar had asked her to call Anne Kronenberg to see how this letter was written last year. Ms. Rath will follow-up.

STREET ARTIST BUDGET

Ms. Rath reviewed the Street Artists budget for fiscal year 1992/93 noting that much of the decrease is due to the elimination of a Junior Management Assistant. Revenues from Street Artists Licenses are lower than this year's budget and are more realistic and in line with what this year's revenues are expected to be.

Motion to submit the Street Artist program budget as described. APPROVED

Moved: Boas

Consensus: Unanimous

ART ENRICHMENT/MARKET STREET FUND/YOUTH ART FUND BUDGETS

Ms. Rath reviewed the proposed Art Enrichment budget. Only salaries and fringe benefits needs to be submitted for budget purposes for this program.

The revenues for Market Street Transit Shelter program are expected to be \$55,125 next year. Last year, \$7,500 were taken from this fund and returned to the General Fund. It will be necessary in following year's to return \$7,500 to the General Fund although the budget analyst indicated it didn't matter from where the \$7,500 was taken. Mr. Wong suggested the \$7,500 be budgeted to be taken out of the Market Street Fund but be reimbursed from the Pops fund.

Youth Art Fund was reviewed. Funds for this are expected to be approximately \$85,000. Ms. Rath showed the detail of how these funds would be expended if the full \$85,000 was received. Ms. Rath noted that last year, less funds were received than were budgeted.

Motion to submit the Art Enrichment, Market Street and Youth Art Fund as described. APPROVED

Moved: Boas

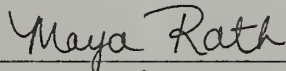
Consensus: Unanimous

The budget process was described and discussed. It was noted that the Board of Supervisors recommends the budget.

Director Winship asked that a motion be made at the full Arts Commission meeting on Monday, February 3, 1992 giving the Finance Committee the authority to approve any changes to the budget after February 3 in case changes were necessary prior to the February 21 budget deadline.

Meeting adjourned at 10:45 a.m.

Submitted By:



Maya Rath

Assistant to the Director

CONTENTS
ORIGINAL ARTICLES
The Effect of the War on the Medical Profession
The Medical Profession and the War
The Medical Profession and the War
The Medical Profession and the War

DEPARTMENTS
The Medical Profession and the War
The Medical Profession and the War
The Medical Profession and the War
The Medical Profession and the War

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
PUBLISHED WEEKLY
CHICAGO, ILL., MAY 1, 1919
Vol. 34, No. 19

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THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION
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Vol. 34, No. 19

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City and County
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4/15/92



15 Van Ness Avenue
Suite 240
San Francisco, CA 94102
415) 554-9671
AX # 621-3868

SAN FRANCISCO ART COMMISSION
FINANCE COMMITTEE MEETING

Wednesday, April 15, 1992

4:00 p.m.

SUITE 70 - 25 VAN NESS AVENUE

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APR 13 1992

Agenda

MAYOR
Frank Jordan

COMMISSIONERS
Barbara Sklar

Dancy Boas

Bernon Alley
Stanley Eichelbaum
Daniel Genera
Anne Healy
John Kriken
Robert F. LaRocca
Henry Lim
Malla Mesa-Bains, Ph.D.
Paul Y. Okamoto
Rodie Rosekrans

OFFICIO MEMBERS

Residents of the
Fine Arts Museum
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR OF
CULTURAL AFFAIRS
Dianne Chow Winship

PROGRAMS
Arts Festivals
Public Art Collection
Public Design Review
Neighborhood Arts
SFSU Symphony Concerts
Public Art Program
Street Artists Licenses

Suite 430
State-Local Partnership
5-554-9677
House
5-554-9679

Art Commission Gallery
5 Grove Street
5-554-9682

1. Approval of Minutes of January 30, 1992
2. Fiscal Year 1992/93 Budget Update
3. Public Art Fund Allocations
4. Increase Revolving Fund to \$200
5. Discussion of Fiscal Agent
6. Unfinished Business
7. New Business
8. Adjournment

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PROGRAMS
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Civic Design Review
Community Arts
and Education
POPS Symphony Concerts
Public Art Program

Suite 430
Street Artists Licenses
415-554-9677
ArtHouse
415-554-9679

Arts Commission Gallery
155 Grove Street
415-554-9682

MINUTES
FINANCE COMMITTEE MEETING
SAN FRANCISCO ART COMMISSION
APRIL 15, 1992
25 VAN NESS AVENUE, SUITE 70
4:00 p.m.

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APR 24 1992
SAN FRANCISCO

Commissioners Present:

Barbara Sklar, Chair
Anne Healy
Nancy Boas
John Kriken

Staff:

Joanne Chow Winship
Maya Rath
Raymond Wong

Commissioner Sklar called the meeting to order at 4:15 p.m.

APPROVAL OF MINUTES OF JANUARY 30, 1992 MEETING

Commissioner Sklar called for the approval of the January 30, 1992 Finance Committee minutes.

Moved: Healy

Consensus: Unanimous

FISCAL YEAR 1992/93 BUDGET UPDATE

Ms. Rath informed the Committee that the Art Commission has a new budget analyst and that he informed her yesterday that the Municipal Symphony Fund will not be included in the Art Commission's baseline calculation on which the 10% cut will be determined. Ms. Rath met with the analyst earlier this morning and reviewed the numbers. The figures show that \$65,438 in cuts will need to be made to the Commission's budget. This is lower than the original \$130,000 cut requested by the Mayor's Office.

The budget analyst has determined that, to date, \$60,296 in cuts have been submitted leaving another \$5,142 to be cut from the budget.

The Committee decided that this meeting should be a discussion only of the budget but that no vote should be taken. It was also concluded that it was not necessary to attend meetings of organizations that had expressed interest and concern over the budget but rather to notify them of these meetings so that they could attend and participate if so desired.

Director Winship reviewed a recommendation which would essentially keep the Light, Heat and Power line item in the General Fund budget in tact but would eliminate almost all of



the programming money for the Community Arts and Education program and the Art Gallery instead.

The Committee discussed this scenario noting that their decision at the last Finance Committee meeting had been to make the cut from the light, heat and power line item and still felt if cuts needed to be made, it should include cuts from this line item. The Committee felt it would send the wrong signal to decimate all remaining program monies in order to keep the light, heat and power in tact for the cultural centers.

A discussion was also held concerning the new line item in this year's General Fund budget of \$11,360 for Hazardous Permit Fees for the cultural centers. Anna Scott joined the meeting and reported that the Cultural Centers are getting together to try and reduce this fee by storing paints outside of the facilities.

The point was made that the cultural centers were actually getting increased funding in the General Budget by the addition of the new line item for Hazardous Permit Fees. Commissioner Sklar noted that the goal of the cultural centers was to become more autonomous and she felt that making cuts to the Light, Heat and Power with the understanding that the cut would be made up from the Public Art Fund would move them towards that goal.

It was noted that the City is paying for the War Memorial utilities through its Grants for the Arts Program. The Committee suggested the City look at paying the cultural center's light, heat and power in a similar manner and not have the line item in the Art Commission's budget.

Commissioner Sklar noted that the cut to the General Fund for the light, heat and power will be funded by other sources and that we are not taking the light, heat and power away from the cultural centers.

Commissioner Kriken commented that many struggling non-profit cultural organizations are usually responsible for their own rent and utilities. He noted the fact that the cultural centers do not have to pay rent is itself a big bonus.

Ms. Scott noted that the CAAAAC has in its lease that the Art Commission will pay for its light, heat and power. The Committee agreed that such contractual obligations needed to be honored.

Commissioner Sklar cautioned that the Committee look at the budget with the assumption that Pops will not do well. She stated that performing arts organizations and presentors are having financial difficulty throughout the country and the economy might have an impact on the Pops this year. She stressed that one cannot assume that Pops will always do well and cannot always count on the Public Art Fund to support programs.

Commissioner Sklar suggested that the budget be set up to accurately reflect what was going towards the Cultural Centers vs. what was for the Art Commission and its programs. This would show that while funding for the Cultural Center's light heat and power is decreasing, other funding for the centers is actually increasing by \$11,360 for the Hazardous Permit fees.

Commissioner Boas suggested speaking with Kary Shulman at Grants for the Arts to see if that program would take over the Light, Heat and Power for the Cultural Centers.

Commissioner Healy acknowledged the fact that the Cultural Centers have been vocal about the cuts to the General Fund but that it should not deter the Commission from protecting its own programs. Commissioner Sklar emphasized how important the cultural centers were to everyone and to the community and that the Art Commission wants to support them but didn't want other programs totally cut from the General Fund in order to keep the light, heat and power line item fully in tact.

Ms. Rath noted that the additional cuts were needed by the Budget Analyst in the very near future. Commissioner Sklar suggested that staff make recommendations and speak with the Committee members about the recommendations for additional cuts since they were needed before next month.

PUBLIC ART FUND ALLOCATIONS

Ms. Rath distributed a page explaining the balance in the Public Art Fund account after the Pops concerts and noted that \$260,000 was needed to be held in the account for start-up costs for this year's Pops series. The balance that was left to distribute to the programs is \$370,195.97. To date \$52,850 have been allocated from this.

Ms. Rath then reviewed another sheet which showed program needs for the remainder of this fiscal year and for next fiscal year from the Public Art Fund.

All requests were reviewed and approved with the exception of the \$50,000 budgeted for a public information/marketing manager. This request was put on hold but the funds will still be held for use at a later date. The Committee felt that publications should be targeted to fundraising and that an investment in creating publications for the Art Commission should bring in additional funds. Commissioner Healy recommended Director Winship bring graphic design proposals for brochures to the Visual Art Committee for discussion and approval.

Director Winship noted that she is applying for funding for a long range planning consultant and that is the funding goes through, the \$30,000 budgeted from the Public Art Fund for this purpose can be used for other items.

It was noted that \$7,500 was taken from the Market Street In Transit program for the last two years by the budget office to reimburse the General Fund for staff salaries associated with the Market Street program. The request for the Public Art Fund is to reimburse the program for this expense. The Committee agreed to the request with the stipulation that the reimbursement to the General Fund be discussed with the budget analyst and not be taken out of the Market Street program in future years.

Allocations are as follows:

Allocations approved:

Art Gallery: Exhibit expenses	\$ 9,850
Civic Collection: Collection Maintenance	\$10,000
Community Arts & Ed: Grant Allocations	\$14,000
Computer for Accounting	\$ 4,000
NALAA Economic Impact Survey fy 91-92	\$ 5,000
Art Enrichment Revolving Fund	\$10,000
Subtotal	<u>\$52,850</u>

Future allocations approved:

Art Gallery:

Planning Expenses	\$ 1,500
Administrative costs cut in General Fund	\$ 5,000
Exhibit Expenses for fy 1992-93	\$40,000

Collections

Collections Maintenance for fy 92-93	\$10,000
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Community Arts & Education

Arthouse Match	\$ 6,823
Administrative expenses cut from General Fund	\$ 2,932
Administrative Assistant	\$26,000
Grant Allocations for Neighborhood Festivals for fy 92-93	\$16,250

Administration

Grants Management Software	\$ 700
Filing System	\$ 6,000
Heat, Light and Power for Gallery and Cultural Centers	\$25,587
Voice Mail	\$ 5,300
Conferences	\$ 3,000
Memberships	\$ 3,000
Travel	\$ 5,000
CAC Match for Level II Funding	\$12,000

Public Information and Outreach

Consultant for Long Range Planning	\$30,000
NALAA Economic Impact Survey fy 92-93	\$ 5,000

Art Enrichment

Personal Services Contract to assist	
with projects while staff is on leave	\$10,000
Market Street	\$ 7,500

Subtotal	\$ 221,592
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Total	\$ 274,442
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Motion to approve the Public Art Fund Allocations as reviewed with the exception of the public information/marketing line item and with the stipulation that the \$7,500 allocated to the Market Street Program be a one-time expense that will not appear in future year budgets for a total allocation of \$274,442.

Moved: Healy

Consensus: Unanimous

INCREASE REVOLVING FUND

Ms. Rath stated that currently the Art Commission's revolving fund had a limit on each check of \$50 and requested the check limit be increased to \$200. The amount of the revolving fund account is \$3,500 and Ms. Rath felt that if the check limit is to be raised to \$200 then the fund should be increased to \$5,000. Mr. Wong stated he thought approval by the Board of Supervisors was necessary in order to accomplish this.

Motion to approve increasing the revolving fund check limit to \$200 and to increase revolving fund to \$5,000.

Moved: Boas

Consensus: Unanimous

Mr. Wong left the meeting at this time.

FISCAL AGENT

Director Winship informed the committee that Chamberworks is the current fiscal agent for the El Paso monies and that they have agreed to waive their fiscal fee for this grant if the Art Commission could give them more business in return. Director Winship stated her hesitancy to do so at this time because Chamberworks was in a state of transition and needed to put their board together.

Director Winship will be exploring other fiscal agents such as the Business Arts Council.

OTHER BUSINESS

Ms. Rath stated that there was \$10,180 in a former Friends account for which nothing had been budgeted in this year's budget. Director Winship stated that she would like to use this fund to purchase a Macintosh computer and lazer printer to use for desktop publishing purposes.

Motion to approve the purchase of a desktop publishing computer and lazer printer not to exceed \$10,180.

Moved: Boas

Consensus: Unanimous

Director Winship discussed the line item approved under the Public Art Fund discussion concerning the planning expenses for the Art Gallery of \$1,500. She stated that she would like to hire Sherry Wagner to work with the Gallery and coming up with a plan for its future. Commissioner Sklar cautioned Director Winship to use people from the community to do work rather than going to other communities to hire consultants. Commissioner Kriken highly recommended Ms. Wagner as a resource because of her experience with programs nationwide that may be useful to the Commission in its deliberations.

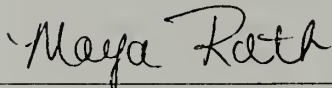
The Committee decided that Ms. Wagner should be pursued but the issue should be brought to the Visual Art Committee.

A discussion was held on the amount of detail each Committee wanted shared with them. It was concluded that in Visual Arts, when a panel was selected to review proposals, that only the proposals that the panel chose as finalists should be brought before the entire Visual Art Committee but those that they had rejected did not need to be reviewed again by the entire Committee since the panel was empowered to make selections for the finalists.

It was decided that further policy meetings needed to be scheduled to further discuss such issues.

There being no further business, the meeting was adjourned at 6:30 p.m.

Submitted By:



Maya Rath
Assistant Director

7/22/92
City and County
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Von Ness Avenue
Suite 240
San Francisco, CA
94102

5) 554-9671
5) 621-3868 FAX

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Nancy Eichelbaum
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Penny Lim
Y. Okamoto
Diane Rosekrons
Baro Sklor

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DIRECTOR OF
CULTURAL AFFAIRS
Kenne Chow Winship

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Design Review
Community Arts
Art Education
Art Concerts
Public Art Program

Street Artists Licenses
Box 70
554-9677

Gallery
15 Grove Street
554-9682

St.
Arts Commission

AGENDA

Finance Committee Meeting
San Francisco Art Commission
25 Van Ness Avenue, Suite 70
Commission Meeting Room

Wednesday, July 22, 1992
3:00 p.m.

1. Budget Update
2. Report on California Arts Council Grants
3. Public Art Fund Allocation - Review
4. Street Artist Program - Signage
5. Community Arts and Education - Computers
6. Marketing Materials and Publications

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Pops Concerts
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AGENDA

FINANCE COMMITTEE MEETING

Thursday, September 17, 1992
8:30 a.m.

25 Van Ness Avenue, Suite 70

1. Community Arts and Education Budget
2. Art Gallery Budget
3. Contract with Margie O'Driscoll/Marketing Services
4. Rescissions to General Fund Budget/FY 92-93







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San Francisco, CA
94123-1382
(415) 885-1194

Gallery
155 Grove Street
(415) 554-9682

MINUTES

Finance Committee
September 17, 1992
8:30 a.m.

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The meeting was called to order promptly at 8:30 a.m.

Commissioners Present: Anne Healy, John Kriken

Commissioners Excused: Barbara Sklar

Others Present:

Joanne Chow Winship, Director of Cultural Affairs
Lemora Martin, Acting Commission Secretary
Sonia Gray, Director, Community Arts and Education Program

1. Community Arts and Education Budget

Director Winship stated that while the full Commission has already approved the Community Arts and Education budget, a breakdown of the budget has been provided for today's meeting, to provide clarification on several grant allocations. Approval is needed for 2 items: Allocations for the festivals and for Grants For The Arts (GFTA) Hotel Tax monies.

Community Arts and Education Program Director Sonia Gray gave the following report:

\$16,250.00 in Public Art Fund monies will be allocated toward 5 neighborhood festivals in fy 92-93. Some brief discussion occurred.

The Program was awarded about \$150,000.00 by GFTA for the current fiscal year, about \$50,000.00 less than initially proposed, but \$15,000.00 greater than last year. Existing programs were sustained, but no new programs were funded. GFTA allocations are broken down into three expense categories: Cultural Center Facility Expenses (\$24,000.00); Chinatown Neighborhood Arts (\$40,000.00); Programs in the Community (\$86,000.00). The funds in the latter instance will cover fall and spring programs.

The Program received \$27,000.00 from the California Arts Council for fiscal year 92-93. This money will be split, with \$15,00.00 allocated to the Arts Education Officer salary, and \$12,000.00 allocated to the ArtHouse Coordinator salary.

Ordered:

Motion to approve the Community Arts and Education Budget in the amount of \$387,573.00 for fiscal year 92-93, not including 91-92 carry-forward funds.

Moved: Anne Healy

Consensus: Unanimous



2. Art Gallery Budget

Director Winship stated that the Commission has essentially approved both the General Fund and Public Art Fund Allocations for the Gallery. Today, a further breakdown of the Gallery budget is being provided, based on 4-5 planned exhibitions in the immediate future. Some discussion occurred concerning clerical/ administrative and technical staffing needs during this time. Kathleen Kolba will serve as Acting Director until December. It was decided to combine funds for administrative and technical assistance, creating a total of \$6,000.00. The total budget for the coming fiscal year will be about \$45,000.00.

Ordered:

Motion to approve the San Francisco Art Commission Gallery budget of approximately \$45,000.00 for fiscal year 92-93.

Moved: Anne Healy

Consensus: Unanimous

3. Contract with Margie O'Driscoll/Marketing Services

Director Winship stated that this contract will bring Margie O'Driscoll to the Art Commission, beginning in October, to provide marketing services for Art Commission programs, including the development of a video, any written publicity materials targeting appropriate markets, research, and fund raising. The proposed contract will not exceed \$25,000.00.

Ordered:

Motion to approve personal services contract with Margie O'Driscoll for marketing, fundraising and research services during the coming year, not to exceed \$25,000.00.

Moved: Anne Healy

Consensus: Unanimous

4. Rescissions to General Fund Budget/FY 92-93

Discussion occurred regarding proposed strategy for complying with the request by the Mayor's budget analyst to cut an additional \$45,000.00 from the Art Commission's General Fund budget by eliminating the position of Gallery Program Coordinator and beginning a partial work furlough of employees whose salaries are covered by this Fund, beginning in January, 1993.

Ordered:

Motion to approve, with regret, rescissions to the General Fund Budget for fiscal year 1992-93.

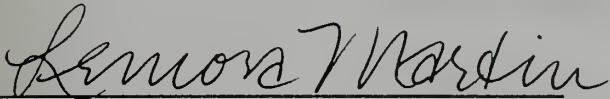
Moved: John Kriken

Consensus: unanimous

5. Adjournment

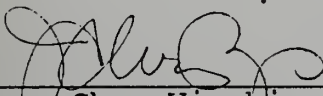
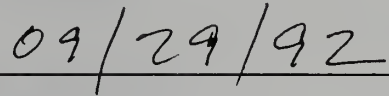
There being no further business, the meeting was adjourned at 9:30 a.m.

Submitted by:



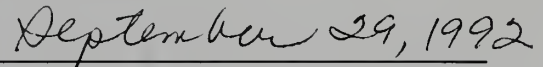
Lemora Martin
Acting Commission Secretary

Date



Joanne Chow Winship
Director of Cultural Affairs

Date



1. The first part of the report deals with the general situation of the country and the progress of the work during the year. It is divided into two main sections: the first section deals with the general situation and the second section deals with the progress of the work.

2. The second part of the report deals with the results of the work during the year. It is divided into two main sections: the first section deals with the results of the work in the field and the second section deals with the results of the work in the laboratory.

3. The third part of the report deals with the conclusions of the work during the year. It is divided into two main sections: the first section deals with the conclusions of the work in the field and the second section deals with the conclusions of the work in the laboratory.

4. The fourth part of the report deals with the recommendations of the work during the year. It is divided into two main sections: the first section deals with the recommendations of the work in the field and the second section deals with the recommendations of the work in the laboratory.

5. The fifth part of the report deals with the summary of the work during the year. It is divided into two main sections: the first section deals with the summary of the work in the field and the second section deals with the summary of the work in the laboratory.

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Suite 240
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(415) 554-9671
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A G E N D A

Finance Committee Meeting

San Francisco Art Commission
25 Van Ness Avenue, Suite 70
Commission Meeting Room

Monday, November 23, 1992
4:00 p.m.

1. Fiscal Year 93-94 General Fund Budget
2. Resolution for tickets/passes
3. New Business



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SAN FRANCISCO
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San Francisco Art Commission
Finance Committee Minutes
November 23, 1992

Present: Commissioners Anne Healy, Willis Kirk, John Kriken
Staff: Joanne Chow Winship, Raymond Wong

Meeting called to order at 4:10 p.m.

1. Policy on Distribution of Tickets/Passes

Discussion held on the need for a general policy on the receipt of free tickets or passes that would not be deemed to be income. According to the City Attorney, if a donor provides free tickets or passes to an official for distribution to other City officials or other persons, the City official to whom the tickets are given for distribution is deemed to have accepted the tickets as a gift. This situation holds even though the official subsequently distributes the tickets to other persons and even though the tickets or passes are for admission to a facility owned by the City. With the assistance the City Attorneys's Office, a proposed resolution was developed to accomodate receipt of tickets or passes not considered gifts to an official.

Motion to recommend to the full Commission adoption of the attached policy on the distribution of tickets/passes was unanimously approved.

2. Preliminary FY 93-94 General Fund Budget Submittal

The submittal of the preliminary baseline budget on November 30 to the Mayor's Office was discussed. The projected shortfall for the City 1993-94 is estimated to be at least \$150 million and may be as much as \$200 million. The Art Commission has been instructed to cut \$40,000 out of its current general fund budget of \$644,177 budget. The municipal symphony fund of \$686,167 from the general fund remains intact and continues to increase. Programs funded by the General Fund are done so through staff positions. Currently the General Fund supports the following positions: Collections Manager/Civic Design Review Coordinator, Community Arts and Education Director, Director of Cultural Affairs, Assistant Director (Music Program), Commission Secretary, Senior Accountant, Junior Accountant, Gallery Director, Gallery Assistant and the Receptionist. The General Fund also pays for the office rent, telephones, office supplies, reproduction, heat-light-power to the Cultural Centers and the Gallery, and hazardous waste permit fee for materials stored by the Cultural Center programs. The General Fund also has token line items for support of the art festivals (\$500), Sponsorship publicity (\$500), art materials for community art programs (\$7,750), and

telephone, printing, postage, security, garbage collection and supplies for the Art Gallery (\$5,538).

The Commission's budget has continually been cut over the past years. Any further cuts will come at great cost to the Commission and its programs. Conceptually, the line items for Heat, Light and Power, and the Hazard Waste Permit Fee, may have the chance of being funded from other City programs or resources. The Committee unanimously supported the basic strategy of taking the cuts from these areas and from staffing. The cuts to staffing budgets the receptionist position to a six hour day and the gallery assistant to a four day week.

3. Feasibility Study for Cultural Centers

Further discussion was held on the lack of maintenance and other capital improvement funds for the cultural center facilities and the gallery. The non-profit arts organizations that occupy the cultural centers have expressed often how the facilities are inadequately designed and maintained for their programs. Director Winship requested that the Committee approve her approaching the San Francisco Foundation for funds for a feasibility study of the cultural centers. The study would help to determine costs and feasibility of the facilities and would serve as background information for any future bond issues.

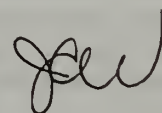
The Committee unanimously recommended that the Art Commission apply for, accept and expend up to \$50,000 in grant funds from the San Francisco Foundation for a feasibility study of capital improvements and related costs of the neighborhood cultural center facilities.

4. Old Business: Street Artist Program Identification

A discussion was held on the need for the street artists program licensees to be readily identifiable as being certified by the Art Commission. Commissioners Kriken and Healy requested that identification signs be made immediately and distributed to street artists in time for the Christmas season sales. It was further clarified that this request was not in lieu of development of a more permanent and attractive fixture that would incorporate the Commission's logo and the Street Artists program identity.

There being no other business, the meeting was adjourned at 5:30 p.m.

Minutes prepared by Joanne Chow Winship



ART COMMISSION
Policy on Distribution of Tickets/Passes
(California Political Reform Act)

WHEREAS, Certain leases of the Art Commission for facilities under the jurisdiction of the Department/Commission reserve to the Department certain seats and/or spaces in those facilities; and

WHEREAS, Other tickets and passes are sometimes donated to the Art Commission; and

WHEREAS, The California Political Reform Act provides for the establishment of a policy by local agencies for acceptance of free tickets and/or passes; now, therefore be it

RESOLVED, That all tickets sought to be donated to the Art Commission shall be donated through the Director of Cultural Affairs and shall not be earmarked by the donor for use by any specific individual or individuals; and be it

FURTHER RESOLVED, That with respect to tickets or passes made available to the City and County of San Francisco for seats or spaces reserved in a lease for facilities under the jurisdiction of Art Commission hereby authorizes the Director of Cultural Affairs to receive and distribute all such tickets and/or passes in the manner the Director, in his or her discretion, deems appropriate; and be it

FURTHER RESOLVED, That with respect to tickets or passes donated to the Art Commission other than those reserved in leases, the Art Commission hereby authorizes the Director of Cultural Affairs to receive and distribute all such tickets and/or passes in the manner the Director of Cultural Affairs in his or her discretion, deems appropriate, provided, however, that the use of such tickets shall be restricted to City officials and their immediate families; and be it

FURTHER RESOLVED, That the Commission Secretary shall maintain a record of the terms under which tickets or passes were donated and distributed, including all correspondence which accompanies said tickets and/or passes and setting forth to whom the tickets were distributed; and be it

FURTHER RESOLVED, That the Commission Secretary shall make available, upon request, the ticket receipt and distribution record for public inspection.

Art Commission Budget Summary

General Fund Support

FY91/92
approved
Budget

FY92/93
approved
Budget

FY93/94
Proposed
Budget

Program: Muni Symphony	638,098.00	662,675.00	686,167.00
Adjustment	24,577.00	23,492.00	
Total	662,675.00	686,167.00	686,167.00
Art festival	1,932.00	500.00	500.00
Sponsorship	1,000.00	500.00	500.00
Neighborhood Art	7,750.00	7,750.00	7,750.00
Art Gallery	9,200.00	5,538.00	5,538.00
Sub-total Projects	682,557.00	700,455.00	700,455.00

Administration

Remarks

10 Salary	396,980.00	402,934.00	396,951.00	(A)
18 Other Personal (Word Premium)	0.00	1,252.00	1,252.00	
60 Benefits	99,312.00	101,005.00	99,238.00	
111 Auto Milage	100.00	100.00	100.00	
120 Other Serv	10,746.00	10,746.00	10,746.00	
123 Telephone	4,245.00	4,245.00	4,245.00	
130 Supplies	4,750.00	4,750.00	4,750.00	
140 Fixed charges	0.00	5,680.00	0.00	(B)
146 Rent	97,929.00	67,595.00	67,595.00	
313 Civic Serv	427.00	427.00	427.00	
330 H.L.P.	26,570.00	26,570.00	0.00	(C)
350 Reprodctn	4,085.00	4,085.00	4,085.00	
365 CAO-Insur	500.00	500.00	500.00	
Sub-total Administration	645,644.00	629,889.00	589,889.00	

T O T A L 1,328,201.00 1,330,344.00 1,290,344.00

Remarks: (A) Reception position is budgeted at 6 hours a day.
Gallery Assistant position is budgeted at 4 days a week.

(B) Heat, Light & Power cost to be paid by cultural centers or other City sources.

(C) Hazardous waste removal cost to be paid by cultural centers or other City sources.

City and County
of San Francisco



25 Van Ness Avenue
Suite 240
San Francisco, CA
94102

(415) 554-9671
(415) 621-3868 FAX

MAYOR
Frank M. Jordan

COMMISSIONERS

Anne Healy
President

John Kriken
Vice President

Nancy Bechtle
Aristides Demetrios
Alonzo King
Willis Kirk
Robert F. LaRocca
Genny Lim
Rai Y. Okamoto
Dodie Rosekrans
Terri Simon
Liza Zenni

EX OFFICIO MEMBERS
Presidents of the
Fine Arts Museums
Library Commission,
Planning Commission,
Recreation and Park
Commission

DIRECTOR OF
CULTURAL AFFAIRS
Joanne Chow Winship

PROGRAMS
Arthouse
Civic Art Collection
Civic Design Review
Community Arts
and Education
POPS Concerts
Public Art Program

Street Artists Licenses
Suite 70
(415) 554-9677

Gallery
155 Grove Street
(415) 554-9682



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1/11/93

A G E N D A

Finance Committee Meeting

San Francisco Art Commission
25 Van Ness Avenue, Suite 70
Commission Meeting Room

Monday, January 11, 1993
4:30 p.m.

1. Bond Issue for Cultural Centers
2. Fiscal Agent Structure
3. Approval of Printing Budget
4. Review of Public Art Fund
5. Committee Oversight

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Finance Committee Minutes
San Francisco Art Commission
25 Van Ness, Suite 70
January 11, 1993

Commissioners present: Anne Healy, John Kriken,
Liza Zenni (Chair)
Commissioners absent: Willis Kirk
Staff present: Joanne Chow Winship

The Committee meeting was called to order at 5:10 p.m.

1. Bond Issue for Cultural Centers

Winship reported on a meeting with the Director of the Capital Improvements Advisory Committee, the Program Manager of the Office of Capital Resource Management and representatives of the Department of Public Works about the status of Commission facilities according to seismic assessment reports, and asbestos, disabled access, and facility preservation assessment efforts. That meeting focused discussion around a schedule and information needed to prepare for a November 1993 bond issue before the voters for the Commission's four neighborhood cultural facilities. Information on the gallery revealed that it had the worst seismic (SHR) rating (4), and that the cost for seismic repairs would be the highest (\$132.72/sq.ft.) compared to the cultural centers (\$17.43/sq.ft. to \$38.35/sq.ft.) which had SHR ratings of 3 and 1.

The finance committee discussed the future possibilities of office building development in the civic center site occupied by the gallery. The master plan of the civic center includes a new gallery space in any new development. The committee felt that a bond package without the gallery would be more successful, since the cost effectiveness of seismic repairs to the current gallery space was so low.

Winship informed the committee that preparing for the bond report would require a great deal of technical information gathering by the staff over the next couple of months. She also reported that there would be a meeting with the Chief Administrative Officer and other city owned cultural facilities to discuss general obligation bonds. The committee responded favorably toward pursuing a bond issue with other cultural facilities for the November 1993 election.

2. Fiscal Agent Structure

Winship reported on the need for the Commission to establish a 501 c.3 tax exempt organization to facilitate private foundation and individual fundraising for Commission programs. A key consideration of any structure will be the purpose and board composition of the private foundation and

how decisions are made for funds affecting public programs. The relationship between the Commissioners and a private board would have to be carefully considered. Winship was requested to prepare a report on how other city government-private non-profit partnerships are structured.

3. Approval of Printing Budget

The printing budget was a resubmittal at the request of the finance committee from the April 15, 1992 meeting. The items to be printed are the newsletter, and brochures for the agency in general, the Adopt-A-Monument, Street Artist, Public Art, and the Community Arts and Education programs.

A motion to approve \$13,500 from the Public Art Fund for printing and postage of public information and marketing materials was made and unanimously approved.

4. Review of Public Art Fund Budget

The Public Art Fund budget approved on April 15, 1992 was reviewed. Also submitted to the committee was a draft letter to the Board of Supervisors reporting on Public Art Fund allocations in 1992.

5. Committee Oversight

The role of the finance committee was discussed. It has been responsible for the review of the General Fund budget and the Public Art Fund (earned income from the POPS concerts) budget. There has been less program financial matters brought before the finance committee, because the program committees, would like to first consider an item as it directly impacts that program.

Winship expressed a need to have an executive committee where she could turn for decisions made by those familiar with the details of the programs. From time to time, matters arise after a program committee has met, which require Commission consideration. It was recommended by the finance committee to include all chairs of committees as ex-officio members of the finance committee. Their attendance would be requested at the finance committee with items on the agenda that affected their committees.

The committee discussed the need to look long term at the Commission's financial situation, and suggested that there be joint meetings quarterly with the long range planning committee. Monthly meetings will be scheduled for the finance committee. If there is no business to conduct, those meetings will be canceled.



APR - 1 1993

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FINANCE COMMITTEE MEETING
Friday March 26, 1993 4:00 PM
San Francisco Art Commission, Room 70

MEETING NOTES

Present: Commissioners--Liza Zenni, Willis Kirk
Staff--Joanne Chow Winship, Richard Newirth

Commissioners Not Present: Anne Healy, John Kriken

Commissioner Zenni unofficially called the meeting to order at 4:15 p.m. This was not an official meeting as no quorum was achieved.

DISCUSSION

1. Bond Report

Director Winship updated the Commissioners on the status of the bond report. A meeting of all participating institutions had been held with a representative of the CAO's office. In aggregate, the preliminary budgets for all participants in the measure totalled \$123 million. The Art Commission's preliminary budget is \$31.2 million (\$26.8 million of which is for hard costs) for five facilities: Center for African and African American Art and Culture, South of Market Cultural Center, Mission Cultural Center, Bayview Opera House, and the Art Commission Gallery. The CAO's office felt that \$80 million would be a good total to target for the bond measure.

Director Winship stated that if cuts needed to be made to reduce the Art Commission's share of the total bond amount, the Gallery might have to be removed from the measure. In addition, the portion of funds targeted for rehabilitation and improvement might have to be reduced. Commissioner Zenni suggested that all cuts be made pro-rata to participating institutions' budgets.

Commissioners Zenni and Kirk recommend to the full Commission that it pass the following:
Motion to submit a request for up to \$33 million to the Capital Improvement Advisory Committee, to the Board of Supervisors, and to the voters of San Francisco for a bond to cover the cost of seismic, asbestos, disability access, rehabilitation, improvements, relocations, project control, and inflation for the Art Commission Gallery and the following neighborhood cultural centers: Bayview Opera House, Mission Cultural Center, South of Market Cultural Center, and Center for African and African American Art and Culture.

Director Winship informed the Commissioners that they, as City officials, could not lobby for passage of the bond measure. Only in their roles as private citizens could they work for the measure's passage.

2. MOU Approval

Director Winship noted that the Community Arts and Education Committee looked at the MOU between the Art Commission and the Cultural Centers the previous week. The South of Market Cultural Center had asked whether the word "only" could be removed from the section that stipulated that the facilities be used only for art and cultural activities. The City Attorney would not approve removal of the word "only" but would approve adding the word "community" to the acceptable activities and suggested an appendix of examples. Commissioners Zenni and Kirk expressed that it is imperative to clearly define what is meant by "community" in this context.

Director Winship noted the other changes made to the MOU: on page 4, number 11a, "compliance" has been changed to "agreement" and "yearly" changed to "bi-yearly". Compliance will still be reviewed yearly; the agreement itself will be reviewed bi-yearly.

Commissioner Zenni noted that the MOU didn't appear to include any recourse if one side or the other violated the terms of the agreement. Director Winship noted that this was so but that the City Attorney had reviewed and approved the agreement as it is.

Commissioners Zenni and Kirk recommend to the full Commission that the MOU be approved subject to an appendix being included which defines the types of community activities which may (and may not) occur at the facilities.

3. Fiscal Year 93-94 Budget Update

Richard Newirth informed the Commissioners that Mayor Jordan reported a preliminary 93-94 fiscal year deficit of \$184 million. In response, he has requested that each department submit cuts to their General Fund allocations; each department must cut their General Fund budget requests by the same percentage. The Mayor's Office has informed the Art Commission that it must submit prioritized cuts totalling \$215,195.

Mr. Newirth informed the Commissioners that, last year, the City Attorney determined that the allocation for the Municipal Symphony (Pops) concerts could not be cut. Therefore, any percentage cuts to the departmental General Funds should apply to a base which excludes the Pops allocation. If the same percentage were applied to this reduced base, the new amount to be cut totals \$100,750.

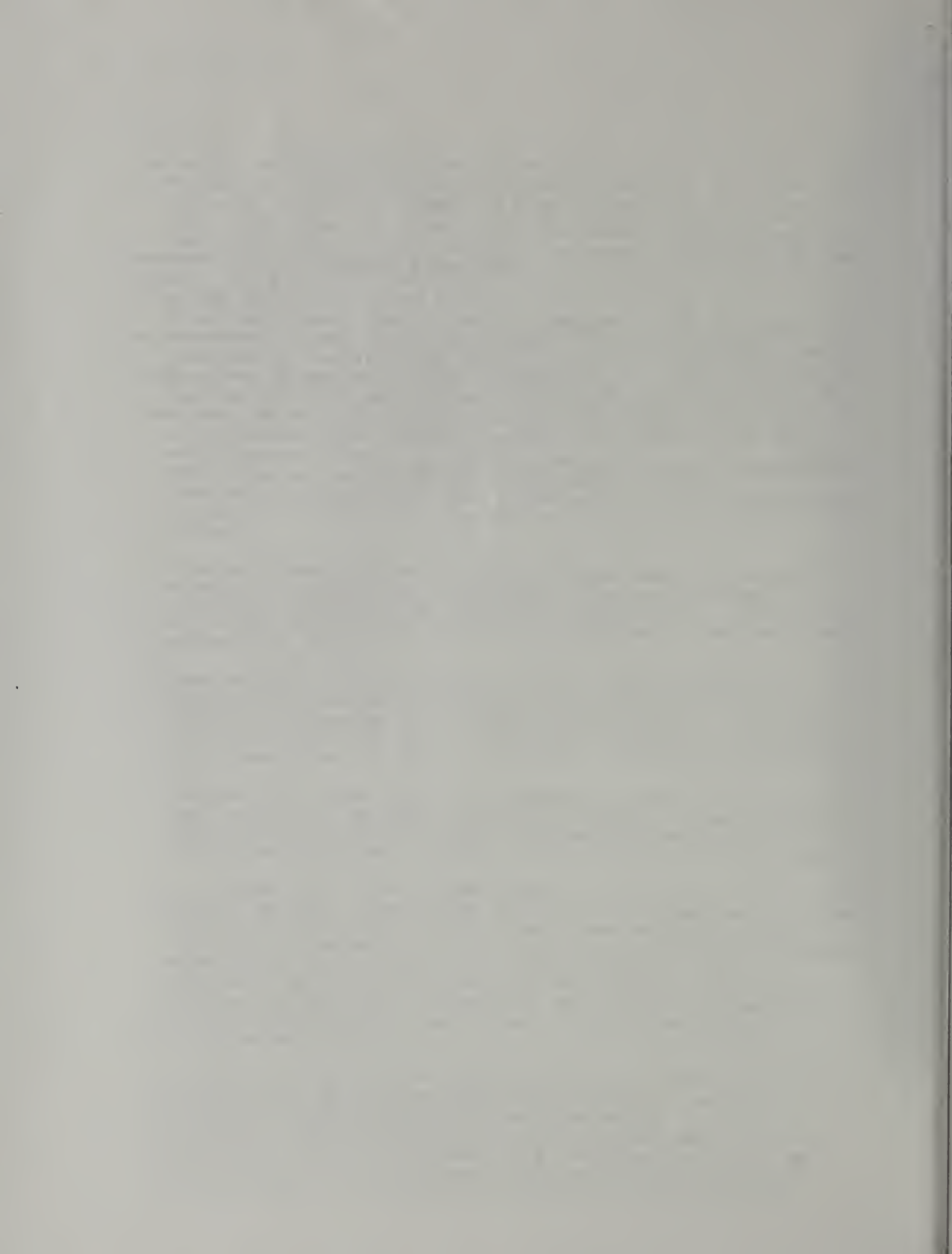
Budget cuts need to be submitted to the Mayor's Office by April 4. A general discussion about possible scenarios to achieve the targeted cuts followed.

4. Voicemail

Mr. Newirth handed out a sheet which detailed the advantages of the proposed voicemail system and explained the reason that a request for an additional allocation from the Public Art Fund was being made. Commissioners Zenni and Kirk recommend to the full Commission that a motion authorizing an additional Public Art Fund allocation of \$2,200 be approved for the implementation of a voicemail system for the Art Commission. After taking into account the previously approved allocation of \$5,300 for this purpose, the total Public Art Fund allocation will be \$7,500.

The meeting concluded at 5:45 p.m.

RN 3/29/93



JUN 15 1993

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A G E N D A

///
Finance Committee Meeting

///
San Francisco Art Commission
25 Van Ness Avenue, Suite 70
Commission Meeting Room

Friday, June 18, 1993
4:00 p.m.

1. Discussion of Computer Accounting Software
 - Motion to appropriate up to \$5000 from the Public Art Fund for the Phase One evaluation and testing of computer accounting software to streamline accounting process and provide enhanced program reporting capabilities. The Information Systems Division of the City or another qualified contractor in the computer field will perform the services.
2. Discussion on General Fund and Hotel Tax



SAN FRANCISCO ART COMMISSION

SAN FRANCISCO ART COMMISSION Accessible Meeting Policy

MAYOR

FRANK M. JORDAN

COMMISSIONERS

ANNE HEALY
PRESIDENT

JOHN KRIKEN
VICE PRESIDENT

NANCY BICHTI
ARISTIDES DEMETRIOS
ALONZO KING
WILLIS F. KIRK
ROBERT F. LA ROCCA
GENNY LIM
RAI Y. OKAMOTO
DODIE ROSEKRANS
TERRI SIMON
LIZA ZENNI

EX OFFICIO MEMBERS

PRESIDENTS OF THE
FINE ARTS MUSEUMS
LIBRARY COMMISSION
PLANNING COMMISSION
RECREATION &
PARK COMMISSION

DIRECTOR OF
CULTURAL AFFAIRS

JOANNE CHOW WINSHIP

PROGRAMS

CIVIC ART COLLECTION
CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
POPS SYMPHONY CONCERTS
PUBLIC ART PROGRAM

STREET ARTISTS LICENSES
SUITE 70
415.252.2581

ART COMMISSION GALLERY
155 GROVE STREET
415.554.9682



CITY AND COUNTY OF
SAN FRANCISCO

1. Full Commission Meetings, and individual Committee Meetings of the Art Commission will be held at 25 Van Ness Avenue, Suite 70, San Francisco, California. Twenty Five Van Ness is located on the corner of Oak and Van Ness. Suite 70, basement level, can be accessed by the two main elevators in the lobby of the building.
2. The closest accessible BART Station is the Civic Center Station located at the intersection of Market, Hyde and Grove Street. Accessible MUNI Metro lines serving this location are the J, K, L, M, and N which stop at Van Ness Avenue and Market Street, one-half block from the Art Commission offices. Accessible MUNI lines serving the corner of Van Ness and Market are 9, 26, and 42. For more information regarding MUNI accessible services, please call (415) 923-6142.
3. American sign language interpreters and/or a sound enhancement system will be available upon request at meetings. Please contact Sonia Gray in the Community Arts and Education Program at (415) 554-9671 at least 72 hours prior to meeting. Late requests will be honored in possible.
4. To allow individuals with environmental illness or multiple chemical sensitivity to attend any meetings, individuals are requested to refrain from wearing perfume or other scented products.
5. Accessible curbside parking has been designated on Oak Street between Van Ness Avenue and Franklin Street.
6. Accessible seating for persons with disabilities (including those using wheelchairs) will be available.

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//
/SAN FRANCISCO ART COMMISSION
//FINANCE COMMITTEE MEETING
Thursday, September 16, 1993
4:00 PM
25 VAN NESS AVENUE, SUITE 70

DOCUMENTS DEPT.

SEP 13 1993

SAN FRANCISCO
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1. Street Artist Program
 - a. Motion to request Board of Supervisors to increase rate of compensation for Advisory Committee of Street Artists and Craftsmen Examiners
 - b. Motion to request Board of Supervisors for supplemental appropriation for additional Police Department enforcement services
2. Update on accounting computerization project
3. Public Art Fund update and approval of Public Art Fund allocations for fiscal year 1993-1994
4. Discussion about City Collection program to complete SOS project and launch Adopt-A-Monument
5. New Business
6. Adjournment

ACCESSIBILITY INFORMATION

**Pursuant to City policy and the requirements of the 1973 Rehabilitation Act and the 1990 Americans with Disabilities Act, all City agencies will make reasonable accommodations to the needs of persons with disabilities.*

Full Commission Meetings, and individual Committee Meetings of the Art Commission will be held at 25 Van Ness Avenue, San Francisco, located on the corner of Oak and Van Ness. All meetings are held in Suite 70, basement level, and can be accessed by the two main elevators in the lobby of the building.

Accessible seating for persons with disabilities, including those in wheelchairs, will be available.

Accessible curbside parking has been designated on Oak Street between Van Ness Avenue and Franklin Street.

Accessible MUNI lines that serve this location are:

J, K, L, M, and N Trains--stopping at Van Ness and Market,
one-half block from the building.

9, 26, and 42 Buses--serving the area of Van Ness and Market.

Civic Center BART, located at the intersection of Grove, Hyde, and Market Streets.

For more information on accessible transit, call (415) 923-6142.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our **accessibility hotline** at (415) 554-8925 to discuss meeting accessibility. In order to assist the city's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the city to accommodate these individuals.

American sign language interpreters and/or a sound enhancement system will be available upon request at meetings. Please contact Sonia Gray in the Community Arts and Education Program at (415)554-9671 at least 72 hours prior to meeting. Late requests will be honored if possible.



SAN FRANCISCO ART COMMISSION

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SEP 28 1993

SAN FRANCISCO
PUBLIC LIBRARY

FINANCE COMMITTEE MEETING

Thursday September 16, 1993 4:00 PM
San Francisco Art Commission, Room 70

MINUTES

MAYOR

FRANK M. JORDAN

COMMISSIONERS

ANNE HEALY
PRESIDENT

JOHN KRIKEN
VICE PRESIDENT

NANCY BECHTOLD
ARISTIDES DEMETRIOS
ALONZO KING
WILLIS F. KIRK
ROBERT F. LA RUCCA
GENNY LIM
RAI Y. OKAMOTO
DODIE ROSEKRANS
TERRI SIMON
LIZA ZENNI

Present: Commissioners--Anne Healy, John Kriken, Willis Kirk
Staff--Joanne Chow Winship, Richard Newirth, Howard Lazar, Debra Lehane, Raymond Wong

Commissioner Not Present: Liza Zenni

In the absence of Chair Zenni, Commissioner Healy acted as chair. The meeting was called to order at 4:05 pm.

1. Street Artists Program

EX OFFICIO MEMBERS

PRESIDENTS OF THE
FINE ARTS MUSEUMS
LIBRARY COMMISSION
PLANNING COMMISSION
RECREATION &
PARK COMMISSION

DIRECTOR OF
CULTURAL AFFAIRS

JOANNE CHOW WINSHIP

PROGRAMS

CIVIC ART COLLECTION
CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
PS SYMPHONY CONCERTS
PUBLIC ART PROGRAM

Two motions were brought to the Finance Committee at the request of Mr. Lazar, the Program Director for the Street Artists Program. Mr. Newirth discussed the Street Artists Program fund and indicated that the balance was \$51,524 as of June 30, 1993 and was conservatively projected to be \$67,061 as of June 30, 1994 before consideration of the two new motions being considered.

a. Motion to approve June 9, 1993 recommendation from Street Artists Program Committee to request Board of Supervisors to increase rate of compensation for Advisory Committee of Street Artists and Craftsmen Examiners from \$50 per member/per meeting/studio visit, not to exceed 25 meetings/studio visits per year, to \$75 per member per meeting/studio visit, not to exceed 25 meetings/studio visits per year.

Mr. Lazar explained to the Committee the role and activities of the Advisory Committee of Street Artists and Craftsmen Examiners and related that the proposed motion would increase expenses by approximately \$3,125 per year. The proposed increase in compensation was raised by the Advisory Committee and previously approved by the Street Artists Program Committee. The Advisory Committee had expressed the feeling that the compensation was not commensurate with the level of expertise required to perform the job.

Commissioner Kriken noted that, due to the poor economic climate, few people were receiving increases in compensation this year and, thus, he had reservations about the motion.

Mr. Lazar explained that there was a sufficient reserve in the program's fund to afford the increase. The last time that the Board of Supervisors considered an increase in compensation for the Advisory Committee was in 1990.



CITY AND COUNTY OF
SAN FRANCISCO

Director Winship noted that she had previously shared Commissioner Kriken's concerns but was swayed by the fact that the Street Artists themselves favored the increase.

Commissioner Kriken questioned whether to, instead, protect the reserve and perhaps use it to implement the Street Artist signage program. Mr. Lazar indicated that preliminary estimates indicated that implementation of the signage program might cost between \$7,000 and \$11,000.

Commissioner Healy indicated that she might consider a smaller increase instead of the proposed 50% increase. She also requested Mr. Lazar to provide a list of those individuals who have served on the Advisory Committee over the last five years. She indicated that she was concerned that the requested increase could, even if incorrectly, be perceived as a self-serving action on the part of the Advisory Committee.

Commissioner Kirk agreed that a smaller increase should be considered. He said that he, too, was very concerned about how requesting a larger increase might be perceived.

Commissioners Kirk and Healy considered sending a request, without recommendation, to the full Commission to increase the compensation from \$50/meeting to \$60/meeting.

Commissioner Kriken indicated that he was not in favor of an increase at this time. He said that he would like to know the full cost of implementing the identity/signage program before increasing compensation for the Advisory Committee.

Commissioner Healy suggested tabling the motion for the time being.

Motion to table the item by Commissioner Kirk, seconded by Commissioner Healy. Unanimously adopted.

b. Motion to request Board of Supervisors to approve a supplemental appropriation of \$7,000 from the Street Artist Program fund of street artist certificate fees to be used in FY 93-94 for additional Police Department enforcement services.

Mr. Lazar explained that the existing budget of the Street Artists Program includes \$10,000 for Police Enforcement: at the Wharf during the summer and downtown at Christmas time. The summer wharf enforcement was very successful and Mr. Lazar received positive feedback from merchants. They indicated that they would not contest a request for additional spaces during the this year's Christmas season.

Mr. Lazar explained that the \$7,000 would provide for one officer for one day a week between the hours of 12 noon and

5 pm for the remainder of this fiscal year. The days would be rotated and the officer would be stationed in the financial district and would patrol Sansome Street citing illegal vendors. The Street Artists Program has no jurisdiction over illegal vendors and the only thing that works is police services; police have the authority to seize the illegal products.

The Commissioners indicated that the police officer should receive individual training from Mr. Lazar.

Motion as stated above moved by Commissioner Kirk, seconded by Commissioner Healy. Unanimously adopted.

Director Winship requested that item 4 be considered at this time.

4. Discussion about City Collection program to complete SOS project and launch Adopt-A-Monument

Ms. Lehane explained that the Art Commission received \$17,000 from the NIC to implement the SOS! (Save Outdoor Sculpture!) project. The project is approximately 70% completed and the Art Commission has a commitment to finish it.

Ms. Lehane explained that the Commission receives \$5,000 per year for a mural rental to the Federal Reserve Bank. The mural is being provided to the Bank on a 20 year loan.

Mr. Newirth explained that there is currently over \$8,000 in this fund. Ms. Lehane indicated that the Commission would receive another \$5,000 in rental fees in January.

Ms. Lehane requested that the Finance Committee consider approving the use of \$5,000 of these funds to complete the SOS! project. This would be sufficient to bring Elise Breall, who had coordinated the project, back for approximately 10 weeks on a part-time basis to complete the project.

~~The~~ The following was moved by Commissioner Kirk, seconded by Commissioner Healy and unanimously adopted:

Motion to approve use of \$5,000 from the Civic Art Collection Revenue Fund to grant to Friends of Recreation and Parks to complete the SOS! project.

Ms. Lehane briefly explained the Adopt-A-Monument project which will be a joint venture between the Art Commission and the Recreation and Parks Department.

3. Update on accounting computerization project

Mr. Newirth provided a status report on the accounting computerization project. He explained that the first phase, funding for which had previously been approved by the Commission, was nearing completion. In consultation with ISD (Information Systems Department), a potential list of 200 accounting software packages was narrowed down to 6 or 7. Over the last several weeks, Mr. Newirth and the accounting staff met with ISD staff and resellers of the software products and tested out demonstration versions of these software packages. The list of potential software packages has been further narrowed down to 2 fund accounting packages. Over the next few weeks, these two packages will be tested more thoroughly with Art Commission data to assess how well they meet the agency's accounting and reporting needs.

ISD has also been developing and programming their own accounting package for another City department. This would be an alternative approach that the Commission could consider instead of purchasing an off-the-shelf package. The other City department's needs are less complex than those of the Commission and, thus, if the Art Commission were to commission ISD to develop a system, a substantial amount of additional programming would be required. The advantages to such an approach would be that it would result in a system specifically customized to meet the agency's needs and that the software costs would be lower. The Commission would also benefit from the work already done by ISD for the other City department (at that department's cost). The disadvantages are that custom systems are subject to bugs and lack the controls that accounting systems, by their nature, must include. Programming costs would also be substantially higher.

At this time, neither approach is being ruled out, however most emphasis is being placed on adapting one of the standard accounting packages to the Art Commission's needs rather than on the entirely customized approach.

3. Public Art Fund update and approval of Public Art Fund allocations for fiscal year 1993-1994

Mr. Newirth provided an update on the status of the Public Art Fund. He explained that \$7,500 that had been approved for use in the last fiscal year to implement the voicemail system was not used and, thus, is freed up for other uses. The reason that this occurred is that the Telecommunications Department incorrectly charged the associated charges for the voicemail system against an incorrect funding source. Because this was close to the end of the fiscal year, there was no time for that Department to make a correction. This error was advantageous for the Commission and the only

effect was to allow the Commission to use these funds for other purposes.

Mr. Newirth then proceeded to walk the Commissioners through the requests for Public Art Fund allocations for fiscal year 1993-1994. The requests were divided into two sections: 1) those for new allocations and 2) requests to redirect the use of carry forward amounts of previously approved funds that were not fully used for their original purpose. In the latter category, for example, \$15,000 had been approved last year for the Community Arts and Education Program for use if the California Arts Council was eliminated. Because the CAC was not eliminated, these funds are now available to be used for other purposes. To reiterate, the approval of the use of these carry over amounts are not new allocations from the Public Art Fund, but merely approval to redirect the use of these previously approved funds.

After discussion, the following was moved by Commissioner Healy, seconded by Commissioner Kirk, and unanimously adopted:

Motion to approve the following new Public Art Fund allocations and to approve the use of carry forward funds for the purposes indicated below:

New allocations:

Community Arts and Education:

Program Assistant	\$ 6,500	
Festivals	<u>16,250</u>	\$22,750

Art Commission Gallery		\$ 3,500
Programming		

Civic Art Collection		\$ 5,000
Matting, framing, transportation, photography, conservation		

Public Art		\$ 7,500
Reimbursement to General Fund		

Pops		\$ 1,500
Data entry of Pops survey		

Administration		\$20,000
Software, computers, network, and consultation/training for new accounting system		

Total New Allocations		\$60,250
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Carry forward Amounts:

Community Arts and Education		
Program Assistant	\$24,037	
Arthouse	7,500	
Indirect CAC Costs	<u>540</u>	\$31,827
Art Commission Gallery		\$27,829
Programming		
Civic Art Collection		\$10,637
Matting, framing, transportation, photography, conservation		
Total Carry forward amount		<u>\$70,293</u>

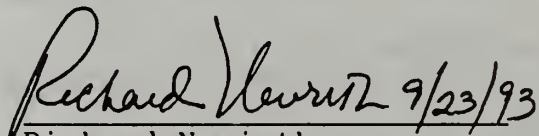
5. New Business

Director Winship polled the Commissioners about their interest in using money from the Public Art Fund to fund a one-half to full time position of Public Information Officer. This is something that had been raised by Commissioners during long range planning as a way to promote Art Commission programs and reach a larger audience. It is possible that the position would be contracted out rather than a newly created position. Commissioner Kirk said that he would like to see the costs associated with this the next time the Finance Committee meets to discuss the item further.

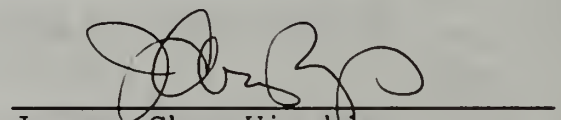
6. Adjournment

There being no further business, the meeting was adjourned at 5:40 pm.

Submitted by:


Richard Newirth
Assistant Director

Approved by:


Joanne Chow Winship
Director of Cultural Affairs

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SUITE 70
415.252.2581

ART COMMISSION GALLERY
155 GROVE STREET
415.554.9682

SAN FRANCISCO ART COMMISSION
FINANCE COMMITTEE MEETING
Monday, November 8, 1993
3:00 PM

25 VAN NESS AVENUE, SUITE 70

AGENDA

1. Update on accounting computerization project
2. 1993-1994 Program Budgets
 - a. Motion to approve Art Commission Gallery FY 93-94 Budget
 - b. Motion to approve Community Arts and Education FY 93-94 Budget
 - c. Motion to approve Civic Art Collection FY 93-94 Budget
3. Motion to approve Public Art Fund allocation of \$7,500 for the development of an initial sculpture site plan and profile for both temporary and permanent installations.
4. Discussion about moving funds from Chamberworks to another fiscal agent
5. Marketing Consultant

Motion to approve a Public Art Fund allocation of up to \$45,000 to engage, on contract, a marketing consultant for the Art Commission for a minimum period of twelve months
6. Discussion of financial resources that would be required to address code violations in the Cultural Centers
7. Motion to approve a Public Art Fund allocation of \$6,000 to conduct appraisals of the market rate values of the Cultural Centers



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SAN FRANCISCO ART COMMISSION
FINANCE COMMITTEE MEETING
Monday, November 8, 1993

3:00 PM

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MINUTES

STREET ARTISTS LICENSES
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Present: Commissioners--Liza Zenni (Chair), Willis Kirk, Anne Healy (arr. 3:55 pm)
Staff--Joanne Chow Winship, Richard Newirth, Sonia Gray

Commissioner Excused: John Kriken

Invited Guest: Henry Feldkamp, ISD

Prior to the arrival of Commissioner Healy (and the achievement of a quorum), the Committee took items on the agenda for which no action was required.

1. Update on accounting computerization project

Mr. Feldkamp, of the Controller's Information Services Division, was invited by Mr. Newirth to give an update to the Committee on the status of accounting computerization project. He explained that the original approach was to attempt to find a commercially available package that would meet the key needs of the accounting staff in the areas of tracking and reporting. Over 200 packages were considered and, of the final six that were tested in depth, none met all of the key requirements. This caused Mr. Feldkamp and Mr. Newirth to, instead, focus on developing a customized system.

ISD had already developed an accounting system for another City department. Although that department's needs were much simpler than those of the Art Commission, the programming that had been done would provide the ground work for the Commission's system and significantly reduce the cost. A custom system would be able to meet all of the requirements of the department at a cost which is comparable to that of a commercial package.



Mr. Feldkamp explained that the system is approximately 66% complete and showed the Commissioners sample menus, functions and reports of the system.

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2. Discussion about moving funds from Chamberworks to another fiscal agent

Director Winship explained that Chamberworks had been designated to be the recipient of the money received as sponsorship for the Pops concerts from El Paso Natural Gas. At this time, Chamberworks is not an active organization although it remains an incorporated 501 (c)3. Ann Smith, who had been a consultant to the Art Commission for the Pops concerts, had mentioned the possibility that the Commission might take over Chamberworks instead of incorporating an entirely new nonprofit. Director Winship indicated that there were some concerns about this approach because other organizations also use Chamberworks as a fiscal agent and, thus, several accounts exist. In addition, while there is a Board, it is not an active one. Due to concerns about the possible lack of financial controls, Director Winship indicated that staff had been considering moving funds currently at Chamberworks to another fiscal agent.

Intersection for the Arts is also a designated fiscal agent for the Art Commission.

Commissioner Healy arrived at this point in the discussion.

Francis Phillips from Intersection had explained that their regular charges for fiscal agent services are 20% for funds received from foundations and 5% for all other funds. The service fees are normally collected at the time that the funds are received. Ms. Phillips related to Mr. Newirth that, after checking with a member of their Board, she believed that Intersection would agree to waive charges at the time funds were received if the funds were being transferred from another fiscal agent to which the Art Commission had already paid a fee. The fee would, instead, be charged as funds were expended. Before she would be able to give a final answer, Ms. Phillips would need to know the amount of funds that are in question.

She also asked Mr. Newirth to check with the Commission whether or not we would be agreeable to having the funds put into an interest bearing account.

Commissioner Zenni said that we might be willing to look at an arrangement whereby Intersection could keep the interest as long as it was under a certain rate and that, if the rate were to rise above that set point, we would relook at the agreement.

Commissioner Zenni asked about how many grants the Commission expected to apply for from private foundations in the next 18 month period. Director Winship responded that it would be very few. Commissioner Healy noted that the fiscal fee should be incorporated into the budget of grant

requests. Mr. Newirth noted that the reason the fee was so high for funds received from foundations is that the level and complexity of IRS reporting of those funds is very high and must be accomplished by the fiscal agent.

Commissioner Zenni raised the issue of what would happen if Intersection or one of its other fiscal agent clients apply to the Art Commission for a Cultural Equity grant. This question will be referred to the City Attorney.

Commissioner Zenni said that she thought we would agree to either a fee of 5% or less or allow them to collect the interest but not both. If the Commission paid a percentage fee, Intersection could still put the funds in an interest bearing account but the interest would belong to the Art Commission, not Intersection.

Director Winship suggested that it might be cleaner and more cost effective to just pay a 5% fee up front.

Commissioner Kirk asked what other organizations, other than arts organizations, provide fiscal agent services. This would solve the problem of possible conflicts relative to the Cultural Equity Endowment Fund. Director Winship noted that it was important to work with an organization that would provide relatively swift access to funds when needed on an emergency basis. Often, fiscal agents need to have their Boards vote on all activity in the account and this could delay access.

3. Motion to approve Public Art Fund allocation of \$7,500 for the development of an initial sculpture site plan and profile for both temporary and permanent installations.

Commissioner Healy noted that the full Commission had approved selection of Judy Moran to conduct this survey which will detail the processes one would need to go through to place a sculpture on land belonging to City agencies. A map of available sites will be developed with an indication of which agency controls the site as well as the procedures one would need to follow to get permission for a project.

Moved by Commissioner Kirk, seconded by Commissioner Zenni. Unanimously adopted.

4. 1993-1994 Program Budgets

The Commissioners had reviewed each program's budget in advance of the Finance Committee meeting. Mr. Newirth provided a brief walk through of the highlights of each of the budgets and noted that portions of each program's budget had previously been approved when the General Fund budget

and Public Art Fund allocations had been considered by the Committee and the full Commission.

*a. Motion to approve Art Commission Gallery
FY 93-94 Budget*

Moved by Commissioner Kirk, seconded by Commissioner Healy. Unanimously adopted.

*b. Motion to approve Community Arts and Education
FY 93-94 Budget*

Sonia Gray noted that FY 1993-1994 is the last year that the Art Commission will receive funds for Cultural Centers' contractual maintenance expenses from Grants for the Arts. The amount in this year's GFTA award for this item was \$24,000.

Moved by Commissioner Zenni, seconded by Commissioner Kirk. Unanimously adopted.

*c. Motion to approve Civic Art Collection FY 93-94
Budget*

Moved by Commissioner Kirk, seconded by Commissioner Healy. Unanimously adopted.

5. Marketing Consultant

Motion to approve a Public Art Fund allocation of up to \$45,000 to engage, on contract, a marketing consultant for the Art Commission for a minimum period of twelve months

Director Winship said that she had researched the appropriate dollar amount for such a contract and noted that the Commission had used marketing consultants in the past. The contractor would help to publicize the Commission's activities, produce brochures and possibly develop grant proposals. Director Winship indicated that she wanted to get someone on board as quickly as possible but that it would most likely take several months to go through Civil Service.

Moved by Commissioner Kirk, seconded by Commissioner Healy. Unanimously adopted.

Item 6 and a new item requiring action were considered at this time before a quorum would be lost when Commissioner Kirk would have to depart.

6. Motion to approve a Public Art Fund allocation of \$6,000 to conduct appraisals of the market rate values of the Cultural Centers

This item had been requested at the Long Range Planning Committee meeting.

Moved by Commissioner Kirk, seconded by Commissioner Zenni. Unanimously adopted.

7. New Business

Motion to expend up to \$5,000 to grant to an individual to be selected to set up guidelines for the facilities loan fund of the Cultural Equity Endowment

Director Winship asked the Commissioners to place this item on the full Commission meeting agenda under the Finance Committee report.

8. Discussion of financial resources that would be required to address code violations in the Cultural Centers

Mr. Newirth handed out a three page summary of costs associated with making repairs and improvements to the cultural centers and Art Commission Gallery. It was noted that the amounts shown on page 1 include administration costs for the Department of Public Works. The costs shown on pages 2 and 3 do not include administration. Director Winship explained the distinction between those costs which are considered to be rehabilitation (seismic upgrade, code violations, asbestos, etc.) versus those considered to be improvements (those changes which are not required for occupancy).

Director Winship noted that the Fire Department is willing to work with us on dealing with the critical issues as long as the Commission has a plan of action in place. The dollar amount to address the immediate needs of all of the centers is \$586,000. The total cost for all repairs and upgrades could exceed \$20,000,000.

Commissioner Kirk enquired what would happen if another City department insisted that certain corrections be made immediately or else the building would have to be shut down. Director Winship noted that this has happened several times and that there are sometimes short term solutions such as hiring a fire marshall to be on site during an event. The fire code and health (asbestos) violations are those most likely to cause a building to be shut down.

Director Winship noted that many City buildings have violations. The Center for African and African American Art and Culture (CAAAAC) received money from the Redevelopment Agency to repair its roof. The Bayview Opera House is in a

redevelopment corridor and, therefore, may also be able to access Redevelopment funds.

Commissioners Zenni and Healy said that they would like to consider future Cultural Center repair expenditure requests on a case-by-case basis.

Commissioner Kirk departed at 4:50 pm and the meeting was adjourned.

Respectfully submitted,

Richard Newirth 11/23/93

Richard Newirth
Assistant Director

